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2003



2003 ANNUAL REPORT

ENFIELD, NEW HAMPSHIRE

The Head of Depot St., and South St. Bridge,
Enfield, N. H.

Town Meeting Dates

Tuesday, March 9, 2004
8:00 am – 7:00 pm
Whitney Hall Auditorium
23 Main Street, Enfield

Voting only by Official Ballot for the election of Town Officers and all other articles requiring vote by Official Ballot. Polls will be open at 8:00 a.m. and close at 7:00 p.m. There will be no opportunity to vote by ballot on Articles 1 through 6 at the second session of the Town Meeting. After the polls close at 7:00 p.m., the ballots will be counted.

Saturday, March 13, 2003
9:00 am
Enfield Village School Gymnasium
US Route 4, Enfield

Articles 7 through 21 will be presented, discussed and acted upon beginning at 9:00 a.m.

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2003

Annual Report

of the

Town of Enfield New Hampshire



**Year Ending
December 31, 2003**

THE
JOURNAL OF THE
ROYAL ANTHROPOLOGICAL INSTITUTE

Volume 11, Part 1
1981

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J. H. REES

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London and
Washington, D.C.

1981

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About Enfield...

Incorporated: 1761

Origin: First named Enfield by settlers from Enfield, Connecticut, the town was renamed "Relhan" in 1766 to honor Dr. Anthony Relhan. The doctor was a promoter of sea bathing as a curative; making Brighton a fashionable English resort. The Town was renamed Enfield in 1784 after the Revolution. Enfield was the site of a Shaker Community in the early 1800's, whose buildings now make-up our "Shaker Village" site, being formerly occupied by the LaSalette Brotherhood of Montreal. The Shrine of Our lady of LaSalette is well known for its Christmas holiday display. Enfield is home to Mascoma Lake and includes the villages of Upper and Lower Shaker Village, Enfield Center and Lockhaven.

Demographics, 2000 Census: From 1990 to 2000 Enfield's populations grew by 16.1% to 4,618, a numeric difference of 639. The median age is 38.3 with 21.8% of the population under the age of 18 and 10.9% 65 and older. The total number of households is 1,975 with an average size of 2.33 persons. Of those, 1,292 are family households with an average size of 2.78 persons. As of April 1, 2000, there were 2,372 total housing units.

Population Density - Year 2000: 114.6 persons per square mile of land area. Enfield contains 40.3 square miles of land area, and 2.9 square miles of inland water area.

Census History

Year	Population	% Increase
2003	4,719 Est.	2.2%
2000	4,618	16.1%
1990	3,979	25.3%
1980	3,175	35.4%
1970	2,345	

Crest Fallen

An Ode to the "Old Man in the Mountain"

by Jennifer Petersson

*A mighty face
for eons stood.
Looked down on evil,
down on good.*

*Watched as history
took its turns...
as what man knows,
he soon unlearns.*

*A great impassive
face of stone
was given life,
worshipped by some.*

*And all who viewed
the stony visage
felt the power
of human image.*

*We believed
it would live past us,
A granite face
who would outlast us.*

*Now though our crest
has fallen down,
A pile of rubble
on the ground,
Crestfallen we are not.*

*Our state still shows
all nature's glory...
From mountaintop
to understory.*

*The beckoning of
sea and stream...
and all rivulets between.*

*Deer's flashing tail
Loon's haunting call,
our neighbor creatures,
great and small.*

*For though our crest
has rumbled down,
No silhouette of
smile or frown,
crestfallen we are not.*

*Our culture thrives,
it is not lost.
It's woodfires, lilacs,
Robert Frost.*

*There's sap collection
in the spring...
Former fields,
the stone walls ring.*

*Old Home Days
the summers bring
below church spires
o'er commons green.*

*Covered bridges
reach our past...
Birches sway,
(too weak for masts,
they kings' loggers,
did outlast).*

*Though our Man
has too proved mortal,
(his life, though longer,
not eternal)*

*We still remember
why we sought
his profile there
on mountaintop.*

*He stood for strength,
for pride, and beauty.
For solitude
and steadfast duty.*

*So in our state,
where we live free,
What means the most
to you and me?*

*We shall preserve
We shall hold dear
The treasures which
we still have here.*

*May we ourselves
reflect the face
that symbolized
New Hampshire's grace.*

Dedicated to



Left to Right: Harry Auger, Henry Cross, James Proctor, Richard A. Crate, Sr., Dana Arey

Veterans Memorial Park Committee

The Enfield Board of Selectmen hereby dedicates the 2003 Annual Town Report to the Veterans Memorial Park Committee. These gentlemen have put in countless hours toward the planning, fundraising and construction of the new Veterans Memorial Park. The park serves as a visual reminder to residents and passersby alike of all that has been sacrificed by citizens of Enfield in the Armed Forces.

Please take a moment to visit this outstanding memorial to our veterans and give thanks for everything they have given to us all.

Many heartfelt thanks to Henry Cross, Harry Auger, James Proctor, Richard A. Crate, Sr., and Dana Arey. Thanks also are extended to all of the individuals and businesses that have donated their time, equipment, supplies, financial and moral support for this worthwhile project.

If you haven't already done so, you can still support the continued development of the park by buying an engraved brick for the walk. An order form is included at the end of this report.

A Heartfelt Thank-You From the Citizens of Enfield.

Recognition of Volunteerism



Mary Quintana was awarded the New Hampshire Municipal Association Outstanding Municipal Volunteer Award. Mary has worked tirelessly to collect and record cemetery data both during her term as Cemetery Trustee and after her term as Trustee ended.

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To Our Fellow Citizens of Enfield

As the old year comes to a close and another year opens we find ourselves with many accomplishments to be grateful for and an equal number of challenges facing us. First let's talk about some of the accomplishments:

- We have reached a tentative agreement with the Manager of the City of Lebanon that will, hopefully, result in a 20% reduction in the per gallon cost of our current sewer fee structure. While the days of a \$4.00/gallon rate are long gone, this is a move in the right direction. There is more clarity on what Enfield pays for and we are pleased that Lebanon has recognized our concerns in such a positive fashion. We are now writing a new contract that we hope will be ratified later this spring.
- We are delighted that the Town's long time Police Chief is back on the job full time. His reported retirement, while premature, has prompted us to think about the process we will use when it comes time to replace him. There is consensus that a Committee, along the same lines used when hiring the Town Manager, will be best for the Town and will encourage the input necessary to the Town Manager when she makes this very important hire.
- The Enfield Fire Department has redoubled its training and safety efforts. This year's budget continues to support that trend with new money for both Training and Safety.
- We are grateful to John Pellerin for his successful efforts in acquiring federal grants to replace all the outdated air tanks in the fire department with new state-of-the-art tanks. This replacement will cost over \$82,000 – 90% of which is covered by grants. John Pellerin and Jason Hill further acquired grants to purchase other safety equipment that will be shared by the Fire and Police Departments. Again we thank John Pellerin and Jason Hill for all their efforts in representing Enfield in the regional Haz-Mat group.
- After a thoughtful review, our Planning and Zoning Boards approved the Ironman Development. This housing project will bring a new source of tax income to the Town and will add sorely needed users to our water and sewer systems, as well as, creating an attractive subdivision with open space.
- As recognized in the Town Report dedication, the Enfield Veterans Park is a wonderful place of remembrance for all those who have served their country in any of the armed services. If you haven't visited this site, please do in the spring. It is truly an inspiring community effort.

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- On December 31st, we closed the Town Budget with a \$160,000 surplus in our operating funds albeit un-audited at this time of writing. It is our intent to use some of these unexpended funds for various capital items at your 2004 Town Meeting.

None of these successes would have been possible without the dedication and hard work of many, many individuals – both paid and volunteer. Town Government is its people. They all produce a service – service to all of us in the form of plowed maintained roads, an environment safe from crime with quality fire and rescue protection; a Town office that pays the bills, collects the revenues, registers our cars, and keeps our town humming along. A planning group that makes sure that housing is safe and well constructed and that our zoning and conservation laws are being followed. We hope that you will agree this all makes for the quality of life that we expect in our community.

This year we contracted with the New Hampshire Municipal Association to study the wages we pay Town employees. We compared ourselves to comparable and neighboring Towns, as well as the State Police rates, and State Highway/DOT rates. We used the midpoint of all Towns combined to compare ourselves against; we learned that we were deficient in paying some employees. In particular our police and some of our highway employees were particularly affected. Enfield cannot afford to have the top paid employees in the area; on the other hand we need to be competitive employers. It costs the town approximately \$18,000 - \$22,000 to replace a policeman – that includes training the new person, covering his patrol time while being trained, uniforms and other incidentals. Like other local employers – we face challenges finding qualified employees who are dedicated to the level of service we want to provide.

Technology is playing an increasing role in daily operations across the entire Town – making employee turnover an expensive and time-consuming problem to solve. By using the midpoint across so many Towns we are attempting to stay competitive, but do it in a cost effective manner. Finally, along with these raises comes a heightened level of accountability and a sincere desire on the part of the Administration of the Town to strengthen our already solid customer service standards.

The Town needs to study alternatives to our current solid waste practices. There is only one trash hauler available in the Upper Valley now. And based on the recent experience of other Towns we have added \$60,000 to this year's budget for hauling and disposing of waste to the Lebanon landfill. One way to reduce this expense is to increase what is recycled and to consider "pay as you go" waste disposal options. We will be asking the Town Manager to form a small committee to study these options and provide us with some cost effective recommendations for better control of these spiraling costs.

As your elected representatives we respectfully ask that you support us in approving this year's budget. Significant thought and work went into this

budget. The overall increase to the estimated tax rate is 3% for 2004, with the two principal increases being the implementation of the pay plan and the solid waste costs. We have delayed and cut a number of important projects to keep the proposed tax rate under \$10 per thousand this year. It is now the 2nd year of reduction of monies that were targeted for Capital Reserve purposes. This trend is disquieting because it will make the future replacement of equipment more expensive. Next year we will need to re-evaluate this trend to better understand the long-term impact of this practice.

In closing we would be remiss not to talk about the retirement of Enfield's own Ilene Reed. Ilene has provided steadfast service to the Town for 20 years as Town Clerk and 9 years as Selectman. Additionally, Ilene is a well-known Justice of the Peace who has married dozens of couples over the years. The mainstay of her tenure has been that the Board must be fair, looking at all sides of an issue, and that any decisions be within the framework of any applicable statute. These steps have been invaluable – and it will be something we keep in mind as we move forward without her. The Town Manager and remaining members of the Board wish Ilene long life and good luck as she retires. She will be sorely missed by all of us. (Ilene Reed abstained from comment regarding this paragraph!)

Finally, while everyone – paid and otherwise – contribute to the success of this Town, April Whittaker and her senior team of managers need special recognition. This talented group is responsible for the day-to-day workings of the Town, and it is them that we go to with problems, suggestions, and requests. We have been unfailingly served by this group and are grateful for their hard work and high sense of customer service.

We remind the citizens of Enfield that meeting schedules and meeting minutes can be found on our website at <http://www.enfield.nh.us> Please keep yourself informed by coming to our meetings, offering your input, and reading the minutes.

Respectfully Submitted,

Ilene P. Reed
Keith Oppenneer
Dominic C. Albanese
BOARD OF SELECTMEN
ENFIELD NH

Town Manager's Report



Left to Right, Back Row: April Whittaker, Carolee T. Higbee, Alisa D. Bonnette, Julie Huntley. Front Row: Sue MacVicar, Ilene P. Reed, Wendy Huntley
(Not Present: Diane Monmaney)

MISSION STATEMENT

Our office endeavors to provide excellent customer service with civility and courtesy; to provide town services in an effective, efficient manner; to undertake a long-term view of problem solving, provide community sustainability; and remain adaptable to changing town needs while preserving and being respectful of our residents' sense of community.

"There are no shortcuts to any place worth going."

~ Beverley Sills

As many of you have discovered there are no short cuts in life and indeed, municipal governance mandates accountability, patience, endurance and resilience to set backs. As a Town Manager, it is tough being successful especially when you are trying to keep your shoulder to the wheel, your eye on the ball, and your ear to the ground ~ all of which are necessary attributes for this great community!

2003 has been my first full year of service ~ lively, with never a dull moment or regret. It is a great joy to come into work actually looking forward to the day ahead such is my high regard for the town employees, and all the volunteers who provide the threads, which bind community.

Sewer Issues

We started the New Year facing a deficit in the Sewer Fund and regretfully my first official duty as Manager was to triple the sewer rate for the users in order to get the fund back into the “black.” The deficit crisis, however, provided the impetus to review our operations, review the Inter Municipal Sewer Agreement with the City of Lebanon, and begin long term planning to try to increase the sewer user base, with the premise being that “more is less” in order to spread the sewer budget among more users. The discussions with the City of Lebanon were frustrating and stalled for some time due the change in City Management, but in the last breath of 2003, we came together and agreed to changes which we felt would be acceptable to our respective boards, and provide for a much better working agreement. We are re-wording the contract towards the legalese necessary in a new contract and my hope will be to present details in the near future for our sewer users towards a slightly more attractive sewer fee rate. It is appropriate for me to thank the Sewer Sub Committee, namely Wayne Claflin, Craig Daniels, Tim Jennings, Jim Martel, Alice Taylor and Karen Taylor. These folks gave Ken Daniels and I an opportunity to hear ideas, opinions, past history, and practicalities that greatly helped in contract discussions and my sense of operations. We obviously will need to utilize our subcommittee in the future as we proceed with possible planning for sewer expansion.

Town Meeting 2003

Town Meeting 2003 was supportive of the Selectmen’s budget proposals and we have worked towards the approved charges by the voters. Voters however, were leery of the price tag associated with the need for a large sand and salt facility for the Public Works operations, mandated by new EPA regulations (Storm water requirements) that were demanding of a different operations management for the containment of salt. Since Town Meeting, the State of Maine has brought a challenge against the EPA Storm Water permitting process, and at this juncture, pending appeal, New England Region I is currently “in limbo” from the permitting process. Therefore until this permitting matter is clarified we have decided to take a “wait and see” posture with regards to further

news for “Storm water” containment compliance, and practice. Obviously, if the permitting process is relaxed it may provide the opportunity to construct a smaller building or employ different engineering practices. Thus the salt storage will still remain at our old DPW site on Shedd Street, and basically places on hold any further consideration, at this juncture, of what to do with this town-owned property. You will recall that the original plan for construction of the new DPW facility was to sell the property at Shedd Street to defray the cost of the new building, but Town Meeting asked that the property be held for one year to ensure that alternate town uses could be thoroughly vetted.

DPW Building

In the same vein, the Board and I felt it very important to try to make site improvements to the Lockhaven DPW despite lack of landscaping funding, so we “tweaked” a few dollars here and there to make the site cleaner, and bartered with Miller Construction who worked on the bridge reconstruction on Main Street for a few favors for grading in exchange for storage of their bridge materials. We also made a conscious decision to base coat with pavement at the front of the building to save sand tracking into the building. The Board and I take this opportunity to thank Ken Daniels and all the employees for all the extra work at the site ~ it did make a difference and we know added greatly to their already overburdened summer season.

Administration

There has been a number of administrative improvements within our framework, namely a “Policy for Involuntary Military Call Up”, increases to fee related activities such as Sewer and Water hook-ups, and building permit fees, new driveway regulations reflective of State Engineering and ASHTO requirements, reinvention of our Joint Loss Management Committee aided with able assistance from the Municipal Association (Department of Labor requirement with hefty fines in the event of non-compliance), and a “Release of Information” policy based on the Right to Know law. We have held an employee seminar with the Internal Revenue Service to better understand our reporting obligations for fringe benefits (town cars and uniforms) so that Enfield will meet audit standards. There has been an effort to tighten up on the Dog licensing laws, pit excavation activities, and restoration plans. We have worked with the Department of Revenue to ensure that our assessing requirements are to the standards of the Assessing Board, and finally we restated to our constituents the importance of a visible house number with a reminder of the House Numbering Ordinance. Have you checked the visibility of your house number? Remember it could save your life!

Our office completed sale documentation for the former May Street Water Department site to be sold to Habitat for Humanity as the high bidder and sold 18 High Street to Don Roberts as the high bidder. Expect to see great improvements to the respective sites in the future.

We have held joint Public Hearings with the State of New Hampshire for annual drawdown discussions for Grafton Pond Dam, and future planning for Route 4A and Shaker Bridge. We were able to secure a compromise drawdown, rather than no drawdown, for Grafton Pond, which we hope, will provide better protection for the folks living downstream and for Crystal Lake shoreline. A preliminary hearing for improvements to Route 4A and Shaker Bridge in 2007 resulted in the Board of Selectmen firmly supporting Shaker Bridge reconstruction with installation of sidewalks on both sides of the bridge, that construction scheduling be paramount so as to cause the least disruption, that "calming" bridge light fixtures be installed so as to eliminate glare to the surrounding properties, retainage of shoreline trees where practical given the 1:1 ratio slopes, encouraged artifact salvage work to be conducted with the Shaker Museum, joint explorations of possible preservation of the underpass stone bridge, and movement of Shakoma Beach to a new site at the former Shaker Hotel site. The Board encouraged the Division of Transportation to study possible truck impacts to the Main Street after hearing abutter concerns, but at the same time was adamant the Board could not support the Main Street becoming a town maintained road.

We held our breath wondering if the bridges on Main Street and Shaker Hill Road would ever be open – again? Could the beleaguered businesses and property owners stand much more inconvenience? Finally we had to put pressure to bear on all the parties and at last, in November and December, we were able to see the fruits of the construction with two magnificent bridges, which greatly enhance the Main Street area. We shall look forward to a springtime official opening and blessing in due course. We are sure the completion of the bridges will spring board the Enfield Village Association, with your support, towards their goals, and future work plans.

The Board of Selectmen too, picked up the pace for their administrative responsibilities, and put together the Heritage Committee using the State Statute as the charge to the committee, and Town Building/Library Building Needs Assessment Committee with direction to the Committee to make appropriate, direction-driven, energy efficient and cost conscious future planning recommendations for Whitney Hall, and / or new facility or addition. As you have all seen, space deprivation has caused governmental and administrative operations to be fractured with inadequate meeting space providing a challenge for public access, and the Library is unable to introduce new program changes or continue to buy books in volume due to their lack of space to meet the public demands.

The Town's Planning and Zoning Administrator and Building Inspector have been working with the police department to draw owner's attention to accumulation of junk on property. Not only does junk bring environmental issues, but also causes diminution of property values to surrounding neighbors, and currently is against the law unless legal permitting is in place for a junkyard. We have been working on action plans for removal with some owners, and indeed brought legal action in those cases where pleas for clean up fell on deaf ears. It behooves us all to ensure this type of blight is not allowed and we shall continue to seek enforcement and compliance. We remind people "out of sight is out of mind."

I have been working with the Fire Department's officers and Fire Wards to forward and foster training and safety issues. In good humor they have tolerated me well, and I, in turn, have been educated in fire suppression. We shall continue with our bi-monthly meetings so that both of our administrative needs are being met with a joint goal to make a good department even better. I take this opportunity to extend my appreciation and thanks to John Pellerin and Jason Hill who took the lead in obtaining successful grant applications to enhance the operations at the Fire Houses.

Budget 2004

Of course a good part of my workload is preparing for the next budget cycle and consequent Town Meeting. To this end, departmental managers took up the challenge of the budget process beginning in August to begin work with the Board of Selectmen and Budget Committee in October. Enclosed in this Town Report is an overview of the proposed 2004 budget and back up explanations attached to the Warrant for the various articles. Much of budget work has focused, long term, on the need to expand our commercial tax base, ensure that our wage structure is comparable to the market which is a tight labor market, and to take care of overdue safety issues on the advices of our insurance companies.

Community

This report would be remiss in not mentioning the activities conducted by outside entities and individuals who have taken up the challenge to enhance our community. I believe I probably do not need to draw your attention to the work of the Vets Memorial Park Committee on Route 4, but mention has to be made of the "sterling" planning and construction for this wonderful park dedicated to our local veterans. I hope you will all agree the Town Report 2003 Dedication deserves to be awarded to the folks of this committee. Secondly, we cite EVA for their "sterling" work in organizing our "Farmers Market", which we have on good authority was more successful than other surrounding area markets. Thirdly, we spotlight on the on-going "sterling" work at the Community Building on Route 4 as conducted by the Lions ~ many challenges, but with abundant

optimism as to their mission and goals in preparation of their 50th anniversary in 2005.

Appreciation

Overall, 2003 has been challenging in many areas, and at times, has made our office unpopular especially in areas of enforcement. I want to express my gratitude to my Board of Selectmen for constructive discussion, sage historical advice, loyalty, and a great sense of humor ~ all of which combined does make the work load lighter when it is most needed! Of course I could not end any report without stating my appreciation to the employees, and volunteers whose able help and assistance, make every day a good day. I remind you to take the time to read their reports as they do provide a much better clarity to their work than I am able to focus on in my report, and I am sure, will provide you with my sense of appreciation.

I, once again, close with my simple philosophy that "Everything has a silver lining ~ eventually." Remember that our small community needs constant care and attention with fresh energy and talent from our folks willing to volunteer ~ it is our connection to you. Thank you for sharing my optimism for Enfield's future.

Respectfully submitted,

April Whittaker, Town Manager

To the Voters of Enfield



Left to Right, Back Row: Gayle Hulva, Lori Bliss Hill, April Whittaker, Lynn Baker, Wendy Huntley, Dominic Albanese. Front Row: Shirley Green, Lee Carrier, Paula Rowe, Mike Dudley
(Not Present: Richard Martin)

To the Voters of Enfield:

The Budget Committee is pleased to submit a proposed budget resulting in an estimated tax rate of \$9.99 per thousand dollars of valuation. This is based on a proposed budget of \$4,247,648 and estimated revenues of \$1,775,512, including the use of surplus from the previous year.

Some of the issues facing the Committee this year were:

1. The loss of three members due to business and professional obligations.
2. An increase in requests for employee safety-related funding.
3. A town-wide pay scale review with recommended wage increases for a number of positions.
4. The change of several positions from being filled by part-time personnel to either full-time personnel or outside contractors.
5. A substantial increase in the expected costs for solid waste pickup.

Several requests for funding of building and renovation projects were deferred until the study by the Town Office/Library Needs Assessment Committee has been completed and the results and recommendations have been submitted to the Town. The largest of these deferred projects are the Department of Public Works Sand and Salt Storage Facility and the Police Department Impound Facility.

There has been an increased emphasis on worker safety issues this year. This has resulted in the proposed budget containing safety-related items in virtually all departments. Over time, this can be expected to reduce costs by reducing employee absenteeism and by helping to keep our Worker's Compensation insurance costs down. More importantly, it helps to protect the Town's most valuable asset, it's employees.

A town-wide pay scale review was undertaken this year, resulting in over \$90,000 in additional funding requests. A large part of this increase is directed toward the Police Department to bring the pay of Enfield Police personnel closer to that which is being paid by other police departments with which Enfield competes for employees, officers in particular.

The regional associations to which the Town contributes a substantial amount of money were more closely scrutinized this year. Information was requested from each agency regarding the services they provide on behalf of Enfield residents, their other sources of income, and the number of Enfield residents served.

The Budget Committee would like to thank Town Manager April Whittaker for helping in many ways to resolve problems and make our jobs easier; the Town Office staff for preparing and distributing budget and expenditure-related information for the committee and, in the case of Wendy Huntley, the Town Bookkeeper, of being available at nearly all the Budget Committee meetings to provide information and assistance.

Respectfully submitted,

Mike Dudley, Chairman
Lee Carrier, Vice Chair
Lynn Baker
Gayle Hulva
Lori Bliss
Richard Martin
Shirley Green
Dominic Albanese, Ex-Officio

Need Assistance?

E-mail: townhall@enfield.nh.us

Web Site: <http://www.enfield.nh.us>

TOWN CLERK

Tel: 632-5001

Email: ireed@enfield.nh.us

Office Hours:	
Monday, Tuesday, Wednesday & Friday	9 am – 3 pm
Thursday	11 am – 7 pm

See the Town Clerk for:

- Motor Vehicle Registrations
- Dog Licenses
- Marriage Licenses
- Birth & Death Certificates
- Voter Registration
- Election Processes
- Wetlands Applications
- Research & General Information

TAX COLLECTOR

Tel: 632-4201

Email: chigbee@enfield.nh.us

Office Hours:	
Monday & Wednesday	9 am – 3 pm
Thursday	4 pm – 7 pm

See the Tax Collector for:

- Tax Payments
- Water & Sewer Payments
- Inquiries of Taxes

SELECTMEN’S OFFICE

Tel: 632-4201
TDD: 632-5026
Email: awhittaker@enfield.nh.us
abonnette@enfield.nh.us
whuntley@enfield.nh.us
jahuntley@enfield.nh.us

Office Hours:	
Monday – Friday	8 am – 4 pm

See the Selectmen’s Office for:

- Building Permit Applications
- Driveway Permit Applications
- Assessors Cards
- Intent to Cut Applications
- State Statutes
- Rental: Town Hall, Enfield Center Town Hall
- Minutes of Meetings
- Town Bids
- Current Use Applications
- Exemptions / Tax Credits
- Dump Stickers

BUILDING INSPECTOR/HEALTH OFFICER

Tel: 632-4343
Email: pneily@enfield.nh.us

Hours:	Office Hours	Inspections
Monday & Tuesday	12 Noon – 4 pm	8 am – 12 Noon
Wednesday – Friday	10 am – 2 pm	8 am – 10 am & 2 pm – 4 pm

See the Building Inspector for:

- Building Permits
- Inspection Requests
- Health Issues

PLANNING & ZONING

Tel: 632-4067

Email: jtaylor@enfield.nh.us

Office Hours:	
Tuesday	9 am – 3 pm
Friday	10 am – 2 pm

See the Planning/Zoning Administrator for:

Sign Permits

Zoning Applications

Planning Applications

<http://www.enfield.nh.us>

We encourage everyone to visit the town's website to find local information. Many of the things you want to know on a regular basis are featured there. We plan, over time, to increase the information provided to you, with expanded information and more forms on-line.

We are very pleased that participation in the Community Bulletin Board has increased. Look here for notices of upcoming community events. We are always looking for new items to post. Get information out about your next event! Advertise --

~ fundraisers ~
~ plays or theater groups ~
~ lectures or seminars ~
~ club meetings ~

If you have an event you would like posted, simply send your submission by email to townhall@enfield.nh.us or by U.S. Mail to PO Box 373, Enfield, NH 03748.

As always, our emphasis is on fast access and easy updating, rather than on showy graphics. When you visit the site, please sign the Guest Book.

Town Office and Board Hours

Emergency Only - Police, Fire and Ambulance/F.A.S.T. Squad

9-1-1

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Website Addresses

Town of Enfield – <http://www.enfield.nh.us>

Enfield Police Department – <http://www.enfieldpolice.com>

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Assessing Office: Whitney Hall, 23 Main Street

632-4201

Julie Huntley, Assessing Assistant (Ext. 111)

jahuntley@enfield.nh.us

PO Box 373, Enfield NH 03748

Office Hours:	
Monday – Friday	8 am – 4 pm

Building Inspector/Health Officer: DPW Bldg., 74 Lockehaven Rd. **632-4343**

Philip Neily, Building Inspector/Health Officer (Ext. 240)

pneily@enfield.nh.us

PO Box 373, Enfield NH 03748

Hours:	Office Hours	Inspections
Monday & Tuesday	12 Noon – 4 pm	8 am – 12 Noon
Wednesday – Friday	10 am – 2 pm	8 am – 10 am & 2 pm – 4 pm

Conservation Commission: Whitney Hall, 23 Main Street

632-4201

Cecilia Aufiero, Chairman

PO Box 373, Enfield NH 03748

Meetings: 1st Thursday of each month, 7 pm.

F.A.S.T. Squad: 18 Depot Street

632-5200

Aura-Lee Nicodemus, President

PO Box 345, Enfield NH 03748

Fire Department: Union Street Station, 25 Union Street **632-4332**
fire@enfield.nh.us

Enfield Center Fire Station, 1100 NH Rt. 4A **632-5010**
fire2@enfield.nh.us

David J. Crate, Fire Chief
Richard Chase, Assistant Fire Chief
Tim Taylor, Assistant Fire Chief
PO Box 373, Enfield NH 03748

Historical Records: Whitney Hall, 23 Main Street **632-7145**
Marjorie Carr, Town Historian (Ext. 101)
mcarr@enfield.nh.us
PO Box 1030, Enfield NH 03748

Human Services Department: Whitney Hall, 23 Main Street **632-4201**
Diane Monmaney, Human Services Director (Ext. 117)
dmonmaney@enfield.nh.us
PO Box 373, Enfield NH 03748

Office Hours:	
Monday – Friday	1 pm – 4 pm

Library: Whitney Hall, 23 Main Street **632-7145**
Marjorie Carr, Library Director (Ext. 101)
mcarr@enfield.nh.us
library@enfield.nh.us
PO Box 1030, Enfield NH 03748
Library Trustee Meetings: 2nd Monday of each month, 7 pm.

Library Hours:	
Monday, Tuesday & Thursday	8 am – 4 pm
Wednesday	10 am – 6 pm
Saturday	10 am – 2 pm

Planning & Zoning Boards: DPW Bldg., 74 Lockhaven Rd. **632-4067**
James L. Taylor, Planning/Zoning Administrator (Ext. 241)
jtaylor@enfield.nh.us
PO Box 373, Enfield NH 03748
Planning Board Meetings: 2nd & 4th Wed. of each month, 7 pm.
Zoning Board Meetings: 2nd Tuesday of each month, 7 pm.

Office Hours:	
Tuesday	9 am – 3 pm
Friday	10 am – 2 pm

Police Department: 19 Main Street **632-7501**
Peter H. Giese, Chief of Police
pgiese@enfield.nh.us
police@enfield.nh.us
PO Box 365, Enfield NH 03748

Public Works Department: 74 Lockhaven Road **632-4605**
D. Kenneth Daniels, Jr., Director of Public Works (Ext. 200)
kdaniels@enfield.nh.us
PO Box 373, Enfield NH 03748

Hours:	
Monday – Friday	7 am – 4 pm

Selectmen's Office: Whitney Hall, 23 Main Street **632-4201**
April Whittaker, Town Manager (Ext. 115) **TDD 632-5026**
awhittaker@enfield.nh.us
Alisa Bonnette, Executive Secretary (Ext. 110)
abonnette@enfield.nh.us
Wendy Huntley, Finance Assistant/Benefits Coordinator (Ext. 119)
whuntley@enfield.nh.us
PO Box 373, Enfield NH 03748
Selectmen Meetings: 1st & 3rd Monday of each month, 5:30 pm.

Office Hours:	
Monday – Friday	8 am – 4 pm

Stump & Brush Dump: Bog Road
P.O. Box 373, Enfield NH 03748

632-5722

Hours:	
May 3 through November 4, 2003	
Saturday	10 am – 2 pm
Tuesday	5 pm – 8 pm

Tax Collector: Whitney Hall, 23 Main Street
Carolee T. Higbee, Tax Collector (Ext. 114)
chigbee@enfield.nh.us
PO Box 373, Enfield NH 03748

632-4201

Office Hours:	
Monday & Wednesday	9 am – 3 pm
Thursday	4 pm – 7 pm

Town Clerk: Whitney Hall, 23 Main Street
Ilene P. Reed, Town Clerk (Ext. 113)
ireed@enfield.nh.us
PO Box 373, Enfield NH 03748

632-5001

Office Hours:	
Monday, Tuesday, Wednesday & Friday	9 am – 3 pm
Thursday	11 am – 7 pm

Transfer Station & Recycling Center: 39 Lockehaven Road
P.O. Box 373, Enfield NH 03748

632-5208

Winter Hours*:	
Saturday & Sunday	8 am – 4 pm

**Note ~ New hours will be in effect Wednesday, March 31 through Saturday, July 31, 2004 on a trial basis.*

Transfer Station & Recycling Center, continued:

<i>*New Hours!</i>	
Wednesday	12 Noon – 6 pm
Thursday	3 pm – 8 pm
Friday	8 am – 4 pm
Saturday	8 pm – 4 pm
Closed Holidays	

****Note ~ New hours will be in effect Wednesday, March 31 through Saturday, July 31, 2004 on a trial basis.***

Water & Sewer Departments: DPW Bldg., 74 Lockehaven Road **632-4605**
Paul Putnam, Chief Operator
pputnam@enfield.nh.us
P.O. Box 373, Enfield NH 03748
After hours emergencies ONLY, please call **448-1212**
For billing questions call Carolee T. Higbee, Accounts Manager **632-4201**
Enfield Water Works, PO Box 373, Enfield NH 03748

For your convenience, a drop box is located at the rear entrance of Whitney Hall, to the left of the entrance door. Payments and correspondence may be placed in the drop box after hours. The box is emptied daily at 9:00 am. Payments in the box at the time of collection will be considered received the prior day.

Town Officers

As of December 31, 2003

		Term Expires
Selectmen:	Ilene P. Reed, Chairman	2004
	Keith Oppenneer	2005
	Dominic C. Albanese	2006
Town Manager:	April Whittaker	
	* * *	
Advance Transit Board of Directors:	Evelyn Palmer	
Budget Committee:	Lynn Baker	2004
	Michael Dudley, Vice-Chairman	2004
	Shirley Green	2004
	Lori Bliss	2005
	Gayle Hulva	2005
	Vacant	2005
	Lee Carrier	2006
	Richard Martin	2006
	Vacant	2006
	Dominic C. Albanese, Ex-Officio	2004
Building Inspector:	Phil Neily	
Capital Improvements Program Committee:	Leigh Davis, Conservation Rep.	
	Kurt Gotthardt, Planning Board Rep.	
	Suzanne S. Laliberte, Planning Board Rep.	
	Keith Oppenneer, Selectmen's Rep.	
	Vacant, Budget Committee Rep.	
Cemetery Trustees:	Richard M. Henderson	2004
	Fred Altwater	2005
	Paul Putnam	2006

Conservation Commission:	Cecilia Aufiero, Chairman	2004
	D. Kenneth Daniels, Jr.	2004
	Gary Gaudette	2004
	Leigh Davis	2005
	Meredith Smith	2005
	Alan Strickland	2006
	Fred Paradis	2006
	Kurt Gotthardt, Alternate	2005
	Keith Oppenneer, Selectmen's Rep.	2004
DPW Facilities		
Building Committee:	D. Kenneth Daniels, Jr., DPW Rep.	
	Vacant, Budget Committee Rep.	
	Carl Patten	
	Donald E. Roberts	
	Dominic C. Albanese, Selectmen's Rep.	
Emergency Management		
Director:	Peter H. Giese	
	John Pellerin, Deputy	
FAST Squad:	Nancy Kreiger, President	
Fire Chief:	David J. Crate, Sr.	
	Richard Chase, Assistant Fire Chief	
	Timothy Taylor, Assistant Fire Chief	
Fire Wards:	David J. Crate, Sr.	2004
	Richard D. Bean, Sr.	2005
	Timothy Taylor	2006
Heritage Commission:	Marjorie Carr	2004
	Evelyn Palmer	2005
	Rob Rudd	2005
	Dominic Albanese, Ex-Officio	2006
	Meredith Smith	2006
Highway Supervisor:	Michael A. Sousa	
Human Services Director:	Diane Monmaney	

		Term Expires
Inspectors of Election:	Fred Altwater	2004
	Kathleen Decato	2004
	Judy Kmon	2004
	Robert Foley	2004
	Sally Cross, Alternate	2004
	Carol Felix, Alternate	2004
	Rebecca Powell, Alternate	2004
Library Director:	Marjorie Carr	
	Cindy Knox, Assistant Librarian	
Library Trustees:	Francine Lozeau	2004
	Philip Cronenwett, Chairman	2005
	Judith Kmon	2006
Moderator:	David Beaufait, M.D.	2004
Planning Board:	Barbara Moyer	2004
	Terry Terry	2004
	Craig Daniels	2005
	Timothy Taylor, Chairman	2005
	Leafie I. Cantlin	2006
	Suzanne S. Laliberte	2006
	Kurt Gotthardt, Alternate	2005
	Kelley Wescott, Alternate	2006
	Ilene P. Reed, Ex-Officio	2004
Planning/Zoning Administrator:	James L. Taylor	
Police Officers:	Peter H. Giese, Chief of Police	
	Richard A. Crate, Jr., Captain	
	Scott Thompson, Lieutenant	
	Kenneth May, Sergeant	
	Keith Bergeron, Patrolman	
	Roy Holland, Patrolman	
	Michael Lecuyer, Patrolman	

Police Special Officers:	Vernon L. Bond, Jr. Amy Howe	
Public Works Director:	D. Kenneth Daniels, Jr.	
Recreation Commission:	Jane Smardon Gene Talsky Stephanie Felix Small David Carr Carol Felix, Chairman	2004 2004 2005 2005 2006
School Board Members:	A. John LaRock Mary Cuthbertson	2004 2006
School Budget Committee Members:	Michael Crate James C. Gerding, Sr.	2004 2006
Sewer Sub-Committee:	Wayne Claflin Craig Daniels Tim Jennings C. James Martel Alice Taylor	
Shaker Recreation Park Development Committee:	Dana Arey Jane Plumley, Chairman	2003 2003
Supervisors of the Checklist:	James C. Gerding, Sr., Chairman Nancy H. Foley William Hayes	2004 2006 2008
Tax Collector:	Carolee T. Higbee Sandy Romano, Deputy	2004
Town Clerk:	Ilene P. Reed Carolee T. Higbee, Deputy Sandy Romano, Assistant Clerk	2005

Town Historian: Marjorie Carr

Town Offices/Library Needs

Assessment Committee:	Leafie Cantlin	2006
	Phil Cronenwett, Library Rep.	2006
	Henry Cross	2006
	Gayle Hulva, Budget Committee Rep.	2006
	Dan Kiley	2006
	Lee Ann Marsh	2006
	Paul Mirski	2006
	Keith Oppenneer, Selectmen's Rep.	2006
	Pat Paradis	2006
	Doug Smith, Enfield Village Assoc. Rep.	2006

Treasurer:	Donna I. Schmanska	2005
	Joyce Osgood, Deputy	

Trustees of Trust Funds:	Lynn Langley	2004
	Walter Paine	2005
	John Carr	2006

UVLSRPC Transportation Advisory Committee Rep.:	Terry Terry
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Zoning Board of Adjustment:	Edward Scovner, Chairman	2004
	Nancy Scovner	2004
	Craig Daniels, Vice Chairman	2005
	Paul Mirksi	2006
	Curtis Payne, Clerk	2006
	Meredith Smith, Alternate	2004
	Cecilia Aufiero, Alternate	2006

Roster of the General Court

2003 – 2004

GOVERNOR

Craig Benson, r, Rye (26 Market Square, Portsmouth) 03801

UNITED STATES SENATOR

Judd Gregg, r, Rye (Ocean Boulevard) 03870

John E. Sununu, r, Bedford (25 French Drive) 03110

REPRESENTATIVE IN CONGRESS

District 2-Charles Bass, r, Peterborough (P.O. Box 210) 03458

EXECUTIVE COUNCILORS

District 1-Raymond S. Burton, r&d, Bath (338 River Road) 03740

STATE SENATORS

District 5-Clifton Below, d, Lebanon (25 Perley Avenue) 03766-1816

STATE REPRESENTATIVES

Grafton County

District 17 (Canaan, Dorchester, Enfield, Grafton, Hanover, Lyme, Orange)(7)

Bernard L. Benn, d, Hanover (28 1/2 Rip Road) 03755

Ruth Z. Bleyler, d, Lyme (19 Rocky Hill Lane) 03768

Estelle Diamond, d, Hanover (15 Willow Spring Circle) 03755

Sharon L. Nordgren, d, Hanover (23 Rope Ferry Road) 03755

Nancy M. Scovner, d, Enfield (887 Lockhaven Road) 03748

Hilda W. Sokol, d, Hanover (6 Storrs Road) 03755

Peter E. Solomon, d, Canaan (PO Box 163) 03741

Candidates for Elected Office ~ March 9, 2004

For Six Years: **One Supervisor of the Checklist:**
James C. Gerding, Sr.

For Three Years: **One Selectman:**
Mark Loupis
Nancy Scovner

One Tax Collector:
Carolee T. Higbee

Three Budget Committee Members:
Chris Christopoulos, Jr.
Eric V. Crate
Shirley A. Green

One Cemetery Trustee:
Richard M. Henderson

One Fire Ward:
Wayne Claflin
David J. Crate, Sr.
Richard A. Martin

One Library Trustee:
Francine Lozeau

One Trustee of Trust Funds:
Ellen H. Hackeman

Two Zoning Board of Adjustment Members:
Cecilia Aufiero
Edward Scovner

For Two Years: **One Moderator:**
David W. Beaufait
Laurence F. Gardner

One Budget Committee Member:
No candidates have signed up for this position

For One Year: **One Budget Committee Member:**
Michael Dudley
David L. Stewart

Town of Enfield



2004

Town Meeting Warrant

State of New Hampshire

Grafton S.S. **Town of Enfield**

2004 TOWN WARRANT

To the inhabitants of the Town of Enfield, in the County of Grafton, qualified to vote in Town affairs:

Take notice and be warned that the Annual Town Meeting of the Town of Enfield, New Hampshire, will be held on two days as follows:

On Tuesday, *March 9, 2004*, in the Whitney Hall Auditorium, 23 Main Street, Enfield, there will be voting only by Official Ballot for the election of Town Officers and all other articles requiring vote by Official Ballot. Note: By law, the meeting must open before the voting starts. Therefore, the meeting and polls will open at 8:00 a.m. for the consideration of all ballot articles. At 12:00 NOON the meeting will recess, but the polls will remain open.

Polls will be open at 8:00 a.m. and close at 7:00 p.m. There will be no opportunity to vote by ballot on Articles 1 through 6 at the second session of the Town Meeting. After the polls close at 7:00 p.m., the ballots will be counted.

The meeting will reconvene **Saturday, *March 13, 2004***; Articles 1 through 6 will be presented and articles 7 through 21 will be presented, discussed and acted upon beginning at 9:00 a.m. at the Enfield Elementary Village School, located off Route 4, Enfield, NH.

Article 1. To choose by ballot all necessary Town Officers for the ensuing year.

For Six Years: One Supervisor of the Checklist

For Three Years: One Selectman
One Tax Collector
Three Budget Committee Members
One Cemetery Trustee
One Fire Ward
One Library Trustee
One Trustee of Trust Funds
Two Zoning Board of Adjustment Members

For Two Years: One Moderator
One Budget Committee Member

For One Year: One Budget Committee Member

Article 2. Are you in favor of the adoption of **Amendment #1** as proposed by the Enfield Planning Board for the Town of Enfield Zoning Ordinance as follows?

To see if the Town will amend the Zoning Ordinance and correct the Cluster Subdivision Formula to include the removal of road area prior to calculating density add the words “**and road right-of way area**” to the definition of Net Developable Area in the appendix.

Article 3: Are you in favor of the adoption of the following **Amendment #2**, as proposed by the Enfield Planning Board, for the Town of Enfield Zoning Ordinance?

To see if the Town will amend the Zoning Ordinance and allow aircraft landing strips in certain areas of Enfield and not in others add “**Aircraft Landing Strips**” to the list of Special Exceptions in the R5, C/I and C Districts.

Article 4: Are you in favor of the adoption of the following **Amendment #3**, as proposed by the Enfield Planning Board, for the Town of Enfield Zoning Ordinance?

To see if the Town will amend the Zoning Ordinance and reduce the size of structures exempt from Building Permits and properly account for these structures under State Tax Law change SECTION R105 Permits Sub- Section R150.2 Work exempt from permit.

Building:

Section reads now as: 1. One-story detached accessory structures, provided the floor area does not exceed 200 square feet (18.58 m sq.)

Proposed section to read: 1. One-story detached accessory structures, provided the floor area does not exceed **32 square feet** (2.88 m sq.)

Article 5: Are you in favor of the adoption of the following **Amendment #4**, as proposed by the Enfield Planning Board, for the Town of Enfield Zoning Ordinance?

To see if the Town will amend the Zoning Ordinance and allow Accessory Apartments in certain Districts, add the following to the Appendix Definitions:

ACCESSORY APARTMENT: A single apartment of no more than 800 square feet, containing no more than one bedroom and one bathroom, must be connected to the main dwelling by enclosed weather-tight space with continuous roof and continuous foundation. The apartment and main dwelling are exempt from district acreage density requirements and must remain under one ownership.

And add “**Accessory Apartment**” to the list of Special Exceptions in the R1 and R3 Districts.

Article 6: Are you in favor of the adoption of the following Amendment #5, brought forward by petition, for the Town of Enfield Zoning Ordinance?

To see if the Town will amend the Enfield Zoning Ordinance and adopt all of the provisions of New Hampshire RSA 674:21, VI which provide for implementation of the innovative land use control procedure referred to under 674:21, I (n) as "The Village Plan Alternative"

The Planning Board does not recommend this article.

Article 7: To see if the Town will vote to support the hiring of one (1) fulltime Police Officer under the federal COPS FAST 3-year grant initiative, and to raise and appropriate the sum of forty-one thousand, nine hundred forty-three dollars (\$41,943) for wages and benefits. This appropriation will be defrayed in the first year with a 75% grant reimbursement (\$31,457.25) against the sum to be raised therefore making \$10,485.75 to be raised by taxation. Per the terms of the grant, year 2 would reflect a 50% reimbursement against wages and benefits, and year 3 would reflect a 25% reimbursement against wages, and benefits. (Estimated tax impact: 4 cents per \$1,000 valuation)

(Majority Vote Required)

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 8: To see if the Town will vote to raise and appropriate the Budget Committee's and Board of Selectmen's recommended sum of three million, nine hundred and three thousand, one hundred and five dollars (\$3,903,105), which represents the operating budget. Said sum to be defrayed by use of \$15,850 from the Technology Capital Reserve Fund and \$8,200 from the Fire Department Equipment Capital Reserve Fund. This article does not include appropriations voted in other warrant articles. (Estimated tax impact: \$9.14 per \$1,000 valuation)

(Majority Vote Required)

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 9: To see if the Town will vote to raise and appropriate the following sums for Regional Association requests:

Regional Association	Appropriation
Advance Transit	\$ 3,000
Community Action Program	2,900
Headrest	3,000
Visiting Nurse Association	16,850
Senior Citizens Council	4,750
WISE	2,300
Museum at Lower Shaker Village	4,500
West Central Services	1,000
Enfield Village Association	10,000
Total	\$ 48,300

(Estimated tax impact 20 cents per \$1,000 valuation)

(Majority Vote Required)

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 10: To see if the Town will vote to raise and appropriate (i) the sum of twenty-seven thousand dollars (**\$27,000**) for a new Pavilion Building at Huse Park as part of the Community Building site renovations, and (ii) to authorize the use/transfer of \$27,000 of the December 31, 2003 fund balance for this purpose. (This article has no impact on the tax rate.)

(Majority Vote Required)

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 11: To see if the Town will vote to raise and appropriate (i) the sum of twenty-eight thousand dollars (**\$28,000**) for cemetery headstone restoration and repair, and (ii) to authorize the use/transfer of \$28,000 of the December 31, 2003 fund balance for this purpose. (This article has no impact on the Tax Rate.)

(Majority Vote Required)

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 12: To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (**\$25,000**) for the acquisition of a new police cruiser. Said sum to be defrayed by use of ten thousand dollars (\$10,000) from the Police Equipment Capital Reserve Fund established for this purpose. (Estimated tax impact 6 cents per \$1,000 valuation)

(Majority Vote Required)

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 13: To see if the Town will vote to raise and appropriate (i) the sum of twenty-seven thousand dollars (**\$27,000**) for a 4-Post Jack Lift at the Public Works Building, and (ii) to authorize the use/transfer of twenty-seven thousand dollars (\$27,000) of the December 31, 2003 fund balance for this purpose. (This article has no impact on the Tax Rate.)

(Majority Vote Required)

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 14: To see if the Town will vote to raise and appropriate the sum of one hundred and thirty thousand dollars (**\$130,000**) to be placed in previously established Capital Reserve Funds, as follows:

Capital Reserve Account	Appropriation	Estimated Tax Impact Per \$1,000 Valuation
Municipal Building ⁽¹⁾	5,000	2 cents
Technology Services ⁽²⁾	30,000	12.1 cents
Ambulance ⁽²⁾	10,000	4.1 cents
Fire Vehicle/Equipment ⁽¹⁾	10,000	4.1 cents
Whitney Hall Renovation ⁽²⁾	5,000	2 cents
Police Equipment ⁽²⁾	5,000	2 cents
Public Works Vehicle/Equipment ⁽²⁾	50,000	20.1 cents
Revaluation ⁽²⁾	15,000	6 cents
Total	\$130,000	52.4 cents

(Majority Vote Required) Special Warrant Article
The Board of Selectmen recommends this article.
The Budget Committee recommends this article.

Authorization to expend: ⁽¹⁾ Town Meeting, ⁽²⁾ Board of Selectmen, ⁽³⁾ Water & Sewer Commissioners (Board of Selectmen), ⁽⁴⁾ Cemetery Board of Trustees, ⁽⁵⁾ Library Board of Trustees.

Article 15: To see if the Town will vote (i) to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of Sidewalk Construction, (ii) to raise and appropriate the sum of five thousand dollars (**\$5,000**) to be placed in this fund, and (iii) name the Board of Selectmen as Agent to Expend. (Estimated tax impact is 2 cents per \$1,000 valuation.)

(Majority Vote Required) Special Warrant Article
The Board of Selectmen recommends this article.
The Budget Committee recommends this article.

Article 16: Shall the Town raise and appropriate the sum of three hundred dollars (**\$300**), from the undesignated fund balance, for deposit into the Cemetery Maintenance Fund, an expendable general trust fund previously established under the provisions of RSA 31:19-a for the purpose of maintaining cemeteries? This money represents 2003 revenue from the sale of cemetery lots in 2003 and is available to offset the appropriation. (This article has no impact to the Tax Rate.)

(Majority Vote Required)

Special Warrant Article

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 17: To see if the Town will vote to raise and appropriate (i) the sum of twelve thousand dollars (**\$12,000**) to administer the previously approved Town Master Plan process, (This will be a non-lapsing appropriation per RSA 32:7 VI and will not lapse until the Master Plan is completed or by December 31, 2006 whichever is sooner) and (ii) to authorize the use/transfer of Twelve Thousand Dollars (\$12,000) of the December 31, 2003 fund balance for this purposed. (This article has no impact to the Tax Rate.)

(Majority Vote Required)

Special Warrant Article

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 18: To see if the Town will vote to change the elected position of Tax Collector to an appointed position. If approved, this position will be appointed by the Board of Selectmen to begin at the next annual meeting in March 2005, under RSA 669:17 and 669:17-B.

(Majority Vote Required)

The Board of Selectmen recommends this article.

Article 19: Shall the Town modify an Exemption for the disabled under the provisions of RSA 72-37-b as follows: the exemption from assessed value for qualified taxpayers shall be \$50,000. To qualify, the person must be eligible under Title II or Title XVI of the Federal Social Security Act, must occupy the property as his principle place of abode, must own the property individually or jointly, or if owned by a spouse, they must have been married for at least 5 years, had in the calendar year preceding April 1 a net income from all sources, of not more than \$18,400 if single, and \$26,400 if married, own net assets not in excess of \$70,000.

(Majority Vote Required)

The Board of Selectmen recommends this article.

Article 20: To see if the Town wishes to amend the existing agreement under Section 218 of the Social Security Act by excluding the services performed by election workers for a calendar year in which the remuneration paid for such service is less than \$1,200. The \$1,200 limit on the excludable amount of remuneration paid in a calendar year for the services specified in this modification will be subject to adjustment for calendar years after 2004 to reflect changes in wages in the economy without any further modification of the agreement, with respect to such services performed during such calendar years, in accordance with Section 218(c)(8)(B) of the Social Security Act.

Article 21: To hear the reports of agents, auditors, committees, or any other officers heretofore chosen and pass any vote relating thereto.

A true copy of warrant attest

Ilene P. Reed
Keith Oppenneer
Dominic C. Albanese

BOARD OF SELECTMEN
ENFIELD NH

The following articles were approved, until rescinded, by the voters at Town Meeting. The voters may reverse these decisions by a majority vote at a subsequent Town Meeting, provided an article is included on the warrant. An article may be placed on the warrant by the Board of Selectmen or by petition [RSA 40:13, II-a (b)].

Adopted March 10, 1998: Shall the Town accept the provisions of RSA 31:95-b providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to apply for, accept and expend, without further action by the Town Meeting, unanticipated money from a state, federal, or other governmental unit or a private source which becomes available during the fiscal year?

Adopted March 10, 1998: Shall the Town accept the provisions of RSA 202-A:4-c providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority the Public Library Trustees to apply for, accept and expend, without further action by the Town Meeting, unanticipated money from a state, federal or other governmental unit or a private source which becomes available during the fiscal year?

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 31:95-e providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to accept gifts of personal property, other than money, which may be offered to the Town for any public purpose? The selectmen must hold a public hearing before accepting such gift, and the acceptance shall not bind the Town to raise, appropriate, or expend any public funds for the operation, maintenance, repair, or replacement of any such personal property.

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 202-A:4-d providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the library trustees to accept gifts of personal property, other than money, which may be offered to the library for any public purpose, provided, however, that no acceptance of personal property by the library trustees shall be deemed to bind the town or the library trustees to raise, appropriate or expend any public funds for the operation, maintenance, repair or replacement of such personal property?

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 33:7 providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to borrow money in anticipation of taxes?

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 80:80 providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to administer, sell or otherwise dispose of any tax lien or real estate acquired by tax title or otherwise, by public auction, by advertised sealed bids, or to otherwise dispose of as justice may require, providing that if such property is to be sold at public auction, then the same shall be advertised sixty (60) days in advance of sale and again forty-five (45) days in advance of sale with notice posted in three public places and two local newspapers of wide circulation for two consecutive weeks?

Adopted March 10, 1998: Shall the Town vote to authorize indefinitely, until specific rescission of such authority, the selectmen to accept the dedication of any street shown on a subdivision plat approved by the Planning Board, provided such street has been constructed to applicable town specifications as determined by the selectmen and their agent?

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 31:19 providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to accept, on behalf of the Town, gifts, legacies, and devises made to the Town in trust for any public purpose?

Adopted March 13, 2001: Shall the Town authorize the Selectmen to accept for the Town parcels of land, which authority shall continue until rescinded, formerly the property of the Northern Railroad or state owned rights-of-way, that the New Hampshire Department of Transportation considers surplus to its needs?

Town Warrant Narrative 2004

The narrative provided in concert to the Town Meeting Warrant is intended to be informational in nature, and states the purpose and rationale of the articles. The State of New Hampshire Budget Reporting Form identified as the **MS-7**, which is printed in your Town Report, provides details as to prior years appropriations and expended end of year totals for both the operational aspects and capital acquisitions together with proposed 2004 requests.

Ballot Articles

Articles 1 through 6 are ballot-voting articles, which will require action, either by voting in person at the election to be conducted at Whitney Hall on **Tuesday, March 9, 2004** or by absentee ballot. All absentee ballots should be directed through the office of the Town Clerk. To confirm ~ voting will take place

Where:	Whitney Hall Auditorium, 23 Main Street, Enfield
When:	Tuesday, March 9, 2004
Polls Open:	8:00 a.m.
Polls Close:	7:00 p.m.

NOTE: If you have not yet registered to vote, you may register on the actual day of voting. Please bring a means of identification denoting physical abode and location.

Article 1: Election of Town Officers for the ensuing year.

Articles 2 ~ 5: These article amendments are essentially of a “house keeping” nature and are indicative of problems or concerns that have arisen in the last year of work by the Planners. The amendments and consequent language are intended to provide clarity to the Ordinances and overcome prior problems with past applications.

Article 6: This amendment has been brought by petition and is indicative of new legislation known as “The Village Plan Alternative” ~ Revised State Statutes 674:21, VI. The Planning Board is not supportive of the petition as the legislation as written appears to indicate a “one size fits all” philosophy, and may not be compatible with the spirit and intent of previously established zoning.

D*eliberative Session*

Meeting will reconvene:

Where: Enfield Village School, US Route 4, Enfield
When: Saturday, March 13, 2004
Time: 9:00 a.m.

O*perational Budget*

Article 7: The Board of Selectmen and the Budget Committee are recommending to the voters, the addition of a 7th fulltime officer for the Enfield Police Department. In the past, to a large extent, the Town of Enfield has been dependent upon Part-time Officers. As we face the future, the pool of part-time help has virtually diminished given the facts of increasing complexities of police work and professional hiring processes. Further our rural complexion is changing and we are seeing the winds of change with respect to criminal, and social service activity, plus consequent administrative case loading before our judicial system. We live in an increasingly litigious society and it is incumbent upon local communities to ensure that officers are fully trained and gain “street and life” experiences so as to avoid or diminish any liability actions against our Town. Over the past five years, the town’s Budget Committee and Board of Selectmen has seen:

- ❑ Increasing overtime in the department’s operational budget due to lack of part-time help
- ❑ Increasing caseloads and administrative presentations to the courts.
- ❑ A review of manpower and equipment needs of other local departments appears to support the premise that serious consideration should be given to taking on the additional officer.

The Town is in the position to avail ourselves for the so-called COPS FAST grant program. This federal program will subsidize wages and benefits to those communities who hire additional officers under the program. The first year grant would provide a 75% subsidy, year 2 would provide a 50% subsidy and year 3 would provide a 25% subsidy so as to lessen the cost impact in a graduated step process to our taxpayers.

If this article is approved, the Board of Selectmen will amend the next article for the operating budget **DOWN** by \$12,000 as the Police Department will not require the extra funds for overtime with the addition of another fulltime officer, if approved. Please note the tax impact for 2004 under the terms of the grant

equals approximately the same impact as having the extra overtime in the operational budget.

Article 8: This article is indicative of the operational appropriations for the Town Departments, including sewer and water, as depicted on the Form **MS-7 Budget of the Town**, with the exclusion of the Regional Association's requests. Please note these requests are in an individual warrant article, namely Article 9.

As you have seen within your own household budgets, many utility, gas and heating oil costs have increased dramatically over which we have little control. We have felt these impacts to our use, and function of governmental buildings, and vehicles. We probably shall see a doubling of costs for municipal trash pick-up, per other local municipal bids. Based on these bids, we felt it prudent to increase the solid waste budget as our contract is due for renewal in July. We also saw a doubling of our Workers Compensation rate, which forced a serious review of our working premises, clothing, training policies, and equipment. Many safety-type items have been added to our operations with a long-term goal of reducing our liability and workers compensation exposure. Again, another prudent measure.

Several other issues have also been worked into the increase of our operating budget. In 2003 the Town conducted a Wage / Salary Study as performed by the New Hampshire Municipal Association. Our old pay scale was eight years old, and represented problems for new hire rates, retainage of trained employees, and under-funded supervisory positions. In discussions with longtime employees, it became clear to the Board of Selectmen that without addressing the pay equity issues in 2004, we would be reluctantly losing employees to communities prepared to pay far higher remuneration for comparable positions. You have all seen the Upper Valley has the lowest unemployment rate in NH at 1.5% (Department of Labor source), and this, combined with recent job postings from neighboring municipalities, provided the board and budget committee the impetus to support the salary increases, which added 6% to the existing bottom line for wages.

During our deliberations, the Budget Committee supported the premise that we need to grow our commercial base to assist in the overall valuation of our community and be proactive in seeking business initiatives, marketing and incentives. This budget supports this long-term goal by increasing the part-time planning and zoning administrator into a full-time position incorporating economic development and code enforcement into the job description.

Please note the Selectmen's recommendations and Budget Committee recommendations are in partnership, and denote no difference in presentation of numbers.

Article 9: This year we are presenting Regional Association requests separate from the operating budget. During 2003 a comprehensive analysis of the requesting agencies was performed together with a 2-night session interviewing the respective requestors to evaluate benefits to the citizens of Enfield and cost analysis of the request.

Article 10: This article is supportive of the on-going improvements at Huse Park and the new construction of the Community Building. In order to maximize parking at the site, planning has been on going with respect to the current position of the Pavilion building. In comparing costs for relocation of the old pavilion versus new construction, together with input from the Recreation Commission as to program usage and the need for more square footage, it was determined to support a new garage type building with a larger porch area. Please note this request does not impact the tax rate as it is being proposed to defray the cost by use of 2003 unexpended funds.

Article 11: The Cemetery Trustees have been planning a program of refurbishment of the headstones over a number of years. Last year, this proposal was subject to a budget cut with the promise the refurbishment would be supported, in 2004, by the Board and Budget Committee. During this time, the Trustees did their homework and found a new vendor who offered a much more attractive proposal to repair all the headstones at one time for a contract price of \$28,000. Please note this request does not impact the tax rate as it is being proposed to defray the cost by use of 2003 unexpended funds.

Article 12: Annual request to replace aging cruiser in replacement cycle per the Capital Improvements Program. Appropriation will be defrayed by use of \$10,000 from the Capital Reserve Fund.

Article 13: This item was cut from the original construction costs, and planning for the new DPW building located off Lockhaven Road. As indicated earlier in Article 8, our insurance company highly recommended this lift be installed not only to improve the mechanic's efficiency, but also to enhance further safety aspects for the operator and environment. Please note this request does not impact the tax rate as it is being proposed to defray the cost by use of 2003 unexpended funds.

Article 14: Represents requests for continued existing Capital Reserve funding established in prior years. The capital reserve is a sound fiscal planning that aims to defray tax spikes, and is the backbone of many town and city budget cycles.

Article 15: This article is requesting the establishment of a new reserve for sidewalk construction. As part of the planning review of the Ironman subdivision, the Planning Board felt it was imperative that a new sidewalk be constructed on Maple Street. The developer agreed to pay 50% of said costs. In turn, the Town placed an application for Transportation Enhancement Funding to our local regional planning office. This application would provide an 80/20 matching grant if approved. We have been informed this application has been given priority status in the funding cycle, which generally takes about 4 years to come to fruition. In the interim, this request is a prudent endeavor to save for the Town's portion of the costs of sidewalk construction subject to grant funding availability.

Article 16: Self-explanatory and is "housekeeping" in nature for the town audit.

Article 17: Continuing appropriation request to fully fund Master Plan contract with the Upper Valley Lake Sunapee Regional Planning Commission and mirrors Article 15 of the 2003 Town Warrant, which was approved. The non-lapsing clause will enable the money to be retained and not be lapsed to the General Fund until either the Master Plan is completed or by December 31, 2006. The Master Plan is the cornerstone for many communities in their planning, zoning and grant seeking abilities. It acts as an advisory compass and should be used for all planning applications.

Article 18: The Board of Selectmen is requesting the position of Tax Collector be converted into an appointed position as opposed to elected. In today's litigious society the position requires expertise in meeting the requirements of statute together with good basic accounting skills, and record keeping. Many communities have undergone recently the trauma of fraud committed by their respective Tax Collectors, and the resultant costs to the taxpayers. Further, a little unknown fact by statute, RSA 41:35, states with respect to hours, the tax collector is only obligated to be at his or her place of business for 2 hours continuously at least one day in each month. Of course, most tax collectors are compensated at a rate that clearly indicates an expected workload of more than 2 hours, but an elected tax collector could chose to take the statute literally, although would probably incur voter's wrath at the next election process! The board feels strongly that by putting this important position under their direct control, it will ensure a professional, competent employee in handling all of the town's tax dollars.

Article 19: This article represents the changes in statute from the last legislative session, which requires new minimums in terms of income amounts. The amounts stated mimic the same amounts per our elderly exemptions, and are modifications that require legislative vote.

Article 20: This article is “housekeeping” in nature and allows for Election workers to be exempt from the FICA requirements providing their remuneration is less than \$1,200.

Article 21: This article allows voters to transact any other business that may legally come before Town Meeting. Items brought up for discussion can only be advisory or informational in content and nature. Any items requesting the Town to raise and appropriate money cannot come before the meeting under this article.

Town of Enfield



Financial Reports

2004 Salary Classification Plan

Grade	Class Allocation
1	
2	Police Department Clerk Intern (Grade assigned by Town)
3	
4	Recreation Department Assistant (Camp Counselor)
5	Lifeguard, Animal Control Officer, Crossing Guard
6	
7	
8	Custodian, Grounds Maintenance Worker, Solid Waste Facility Operator
9	Swimming & Lifeguard Director, Camp Director
10	Secretary/Clerk ~ Public Works, Library Clerk/Substitute
11	Laborer/Truck Driver, Lead Solid Waste Facility Operator, Secretary/Clerk ~ Water & Sewer, Water & Sewer Laborer
12	Light Equipment Operator/Truck Driver, Recreation Director, Human Services Director
13	Heavy Equipment Operator
14	
15	Grounds Crew Supervisor, Dispatcher/Executive Secretary, Part-Time Police Officer, Water & Sewer Operator, Deputy Town Clerk, Deputy Tax Collector
16	Administrative Assistant/Network Specialist, Assessing Administrator, Financial Assistant/Benefits Coordinator, Mechanic, Tax Collector, Town Clerk
17	Highway Supervisor, Police Officer
18	Building Inspector, Fire Inspector, Health Officer
19	Assistant Librarian, Police Sergeant
20	
21	Library Director, Planning/Zoning/Code & Economic Development Administrator, Police Lieutenant
22	
23	Police Captain
24	
25	Director of Public Works, Fire Chief
26	Police Chief
27	
28	
29	Town Manager
30	

2004 Municipal Employee Pay Schedule Proposed Effective April 1, 2004

PAY GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1 YRLY HRLY	16,515 7.94	16,928 8.14	17,351 8.34	17,785 8.55	18,230 8.76	18,685 8.98	19,153 9.21	19,631 9.44	20,122 9.67	20,625 9.92
2	17,341 8.34	17,774 8.55	18,219 8.76	18,674 8.98	19,141 9.20	19,620 9.43	20,110 9.67	20,613 9.91	21,128 10.16	21,656 10.41
3	18,208 8.75	18,663 8.97	19,130 9.20	19,608 9.43	20,098 9.66	20,601 9.90	21,116 10.15	21,644 10.41	22,185 10.67	22,739 10.93
4	19,118 9.19	19,596 9.42	20,086 9.66	20,588 9.90	21,103 10.15	21,631 10.40	22,171 10.66	22,726 10.93	23,294 11.20	23,876 11.48
5	20,074 9.65	20,576 9.89	21,091 10.14	21,618 10.39	22,158 10.65	22,712 10.92	23,280 11.19	23,862 11.47	24,459 11.76	25,070 12.05
6	21,078 10.13	21,605 10.39	22,145 10.65	22,699 10.91	23,266 11.19	23,848 11.47	24,444 11.75	25,055 12.05	25,682 12.35	26,324 12.66
7	22,132 10.64	22,685 10.91	23,252 11.18	23,834 11.46	24,430 11.74	25,040 12.04	25,666 12.34	26,308 12.65	26,966 12.96	27,640 13.29
8	23,239 11.17	23,820 11.45	24,415 11.74	25,025 12.03	25,651 12.33	26,292 12.64	26,950 12.96	27,623 13.28	28,314 13.61	29,022 13.95
9	24,400 11.73	25,010 12.02	25,636 12.32	26,277 12.63	26,934 12.95	27,607 13.27	28,297 13.60	29,004 13.94	29,730 14.29	30,473 14.65
10	25,620 12.32	26,261 12.63	26,918 12.94	27,590 13.26	28,280 13.60	28,987 13.94	29,712 14.28	30,455 14.64	31,216 15.01	31,996 15.38
11	26,902 12.93	27,574 13.26	28,263 13.59	28,970 13.93	29,694 14.28	30,437 14.63	31,198 15.00	31,977 15.37	32,777 15.76	33,596 16.15
12	28,247 13.58	28,953 13.92	29,677 14.27	30,418 14.62	31,179 14.99	31,958 15.36	32,757 15.75	33,576 16.14	34,416 16.55	35,276 16.96

PAY GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1	YRLY 16,515 7.94	16,928 8.14	17,351 8.34	17,785 8.55	18,230 8.76	18,685 8.98	19,153 9.21	19,631 9.44	20,122 9.67	20,625 9.92
2	17,341 8.34	17,774 8.55	18,219 8.76	18,674 8.98	19,141 9.20	19,620 9.43	20,110 9.67	20,613 9.91	21,128 10.16	21,656 10.41
3	18,208 8.75	18,663 8.97	19,130 9.20	19,608 9.43	20,098 9.66	20,601 9.90	21,116 10.15	21,644 10.41	22,185 10.67	22,739 10.93
4	19,118 9.19	19,596 9.42	20,086 9.66	20,588 9.90	21,103 10.15	21,631 10.40	22,171 10.66	22,726 10.93	23,294 11.20	23,876 11.48
5	20,074 9.65	20,576 9.89	21,091 10.14	21,618 10.39	22,158 10.65	22,712 10.92	23,280 11.19	23,862 11.47	24,459 11.76	25,070 12.05
6	21,078 10.13	21,605 10.39	22,145 10.65	22,699 10.91	23,266 11.19	23,848 11.47	24,444 11.75	25,055 12.05	25,682 12.35	26,324 12.66
7	22,132 10.64	22,685 10.91	23,252 11.18	23,834 11.46	24,430 11.74	25,040 12.04	25,666 12.34	26,308 12.65	26,966 12.96	27,640 13.29
8	23,239 11.17	23,820 11.45	24,415 11.74	25,025 12.03	25,651 12.33	26,292 12.64	26,950 12.96	27,623 13.28	28,314 13.61	29,022 13.95
9	24,400 11.73	25,010 12.02	25,636 12.32	26,277 12.63	26,934 12.95	27,607 13.27	28,297 13.60	29,004 13.94	29,730 14.29	30,473 14.65
10	25,620 12.32	26,261 12.63	26,918 12.94	27,590 13.26	28,280 13.60	28,987 13.94	29,712 14.28	30,455 14.64	31,216 15.01	31,996 15.38
11	26,902 12.93	27,574 13.26	28,263 13.59	28,970 13.93	29,694 14.28	30,437 14.63	31,198 15.00	31,977 15.37	32,777 15.76	33,596 16.15
12	28,247 13.58	28,953 13.92	29,677 14.27	30,418 14.62	31,179 14.99	31,958 15.36	32,757 15.75	33,576 16.14	34,416 16.55	35,276 16.96

PAY GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
26	55,926 26.89	57,324 27.56	58,758 28.25	60,227 28.96	61,732 29.68	63,276 30.42	64,857 31.18	66,479 31.96	68,141 32.76	69,844 33.58
27	58,723 28.23	60,191 28.94	61,695 29.66	63,238 30.40	64,819 31.16	66,439 31.94	68,100 32.74	69,803 33.56	71,548 34.40	73,337 35.26
28	61,659 29.64	63,200 30.38	64,780 31.14	66,400 31.92	68,060 32.72	69,761 33.54	71,505 34.38	73,293 35.24	75,125 36.12	77,003 37.02
29	64,742 31.13	66,360 31.90	68,019 32.70	69,720 33.52	71,463 34.36	73,249 35.22	75,081 36.10	76,958 37.00	78,881 37.92	80,854 38.87
30	67,979 32.68	69,678 33.50	71,420 34.34	73,206 35.20	75,036 36.07	76,912 36.98	78,835 37.90	80,805 38.85	82,826 39.82	84,896 40.82

BUDGET OF THE TOWN/CITY

OF: ENFIELD, NEW HAMPSHIRE

**BUDGET FORM FOR TOWNS WHICH HAVE ADOPTED
THE PROVISIONS OF RSA 32:14 THROUGH 32:24**

Appropriations and Estimates of Revenue for the Ensuing Year January 1, 2004 to December 31, 2004

or Fiscal Year From _____ to _____

IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list the entire budget in the appropriate recommended and not recommended area. This means the operating budget and all special and individual warrant articles must be posted.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the town clerk, and a copy sent to the Department of Revenue Administration at the address below.

This is to certify that this budget was posted with the warrant on the (date) 2/20/04.

BUDGET COMMITTEE

Please sign in ink.

[Signature]
 [Signature]
 Shirley A. Green
 Lynne P. Baker
 Lou Burnett

Gayle Hulce

THIS BUDGET SHALL BE POSTED WITH THE TOWN WARRANT

FOR DRA USE ONLY

**NH DEPARTMENT OF REVENUE ADMINISTRATION
COMMUNITY SERVICES DIVISION
MUNICIPAL FINANCE BUREAU
P.O. BOX 487, CONCORD, NH 03302-0487
(603)271-3397**

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 323.V)	WARR. ART.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS ENSURING FISCAL YEAR (RECOMMENDED) (NOT RECOMMENDED)	BUDGET COMMITTEE'S APPROPRIATIONS ENSURING FISCAL YEAR RECOMMENDED NOT RECOMMENDED		
GENERAL GOVERNMENT								
4130-4133	Executive		144,059	139,129	148,478	148,478	148,478	XXXXXXX
4140-4149	Election, Reg. & Vital Statistics		57,701	53,454	54,121	54,121	54,121	XXXXXXX
4150-4151	Financial Administration		124,883	124,276	139,211	139,211	139,211	XXXXXXX
4152	Revaluation of Property		43,000	31,393	38,750	38,750	38,750	XXXXXXX
4153	Legal Expense		35,000	32,169	25,000	25,000	25,000	XXXXXXX
4155-4159	Personnel Administration		445,802	395,944	433,032	433,032	433,032	XXXXXXX
4191-4193	Planning & Zoning		45,695	38,057	81,052	81,052	81,052	XXXXXXX
4194	General Government Buildings		149,240	165,819	180,028	180,028	180,028	XXXXXXX
4195	Cemeteries		5,035	4,929	2,060	2,060	2,060	XXXXXXX
4196	Insurance		43,380	45,075	47,000	47,000	47,000	XXXXXXX
4197	Advertising & Regional Assoc.		55,483	59,233	48,300	48,300	48,300	XXXXXXX
4199	Other General Government		18,000	18,000	18,000	18,000	18,000	XXXXXXX
PUBLIC SAFETY								
4210-4214	Police		453,805	498,036	484,887	484,887	484,887	XXXXXXX
4215-4219	Ambulance		28,501	27,971	29,001	29,001	29,001	XXXXXXX
4220-4223	Fire		83,644	81,800	83,954	83,954	83,954	XXXXXXX
4240-4249	Building Inspection		45,048	44,498	51,989	51,989	51,989	XXXXXXX
4290-4299	Emergency Management		2,900	315	551	551	551	XXXXXXX
4299	Other (Dispatch & Police Reimbursement)		48,713	49,654	47,332	47,332	47,332	XXXXXXX
AIRPORT/AVIATION CENTER								
4301-4309	Airport Operations		-	-	-	-	-	XXXXXXX
HIGHWAYS & STREETS								
4311	Administration		-	-	-	-	-	XXXXXXX
4312	Highways & Streets		699,999	699,699	750,247	750,247	750,247	XXXXXXX
4313	Bridges		-	-	-	-	-	XXXXXXX

MS-7 Budget - Town of Enfield, New Hampshire FY 2004

1	2	3	4	5	6	7	8	9
Acct#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	WARR. ART.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS ENSURING FISCAL YEAR (RECOMMENDED)	(NOT RECOMMENDED)	BUDGET COMMITTEE'S APPROPRIATIONS ENSURING FISCAL YEAR RECOMMENDED	NOT RECOMMENDED
HIGHWAYS & STREETS cont.								
4316	Street Lighting		21,000	20,939	22,500		22,500	
4319	Other		-	-	-		-	
SANITATION								
4321	Administration		-	-	-		-	
4323	Solid Waste Collection		121,850	118,437	183,275		183,275	
4324	Solid Waste Disposal		158,301	143,371	160,501		160,501	
4325	Solid Waste Cleanup		-	-	-		-	
4326-4329	Sewage Coll. & Disposal & Other		241,628	194,061	221,948		221,948	
WATER DISTRIBUTION & TREATMENT								
4331	Administration		143,492	152,565	160,965		160,965	
4332	Water Services		-	-	-		-	
4335-4339	Water Treatment, Conserv. & Other		-	-	-		-	
ELECTRIC								
4351-4352	Admin. and Generation		-	-	-		-	
4353	Purchase Costs		-	-	-		-	
4354	Electric Equipment Maintenance		-	-	-		-	
4359	Other Electric Costs		-	-	-		-	
HEALTH/WELFARE								
4411	Administration		695	485	485		485	
4414	Pest Control		600	180	500		500	
4415-4419	Health Agencies & Hosp. & Other		-	-	-		-	
4441-4442	Administration & Direct Assist.		39,025	20,583	32,984		32,984	
4444	Intergovernmental Welfare Pymnts		-	-	-		-	
4445-4449	Vendor Payments & Other		-	-	-		-	

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 223:V)	WARR. ART.#	Appropriations Prior Year As Approved by DBA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS ENSUING FISCAL YEAR (RECOMMENDED)	SELECTMEN'S APPROPRIATIONS ENSUING FISCAL YEAR (NOT RECOMMENDED)	BUDGET COMMITTEE'S APPROPRIATIONS ENSUING FISCAL YEAR RECOMMENDED	BUDGET COMMITTEE'S APPROPRIATIONS ENSUING FISCAL YEAR NOT RECOMMENDED
CULTURE & RECREATION								
4520-4529	Parks & Recreation		22,708	22,998	24,525		24,525	
4550-4559	Library		122,538	113,399	144,530		144,530	
4583	Patriotic Purposes		900	1,118	900		900	
4589	Other Culture & Recreation		2,353	805	1,377		1,377	
CONSERVATION								
4611-4612	Admin. & Purch. of Nat. Resources		6,900	6,900	3,275		3,275	
4619	Other Conservation		-	-	-		-	
4631-4632	REDEVELOPMENT & HOUSING		-	-	-		-	
4651-4659	ECONOMIC DEVELOPMENT		-	-	-		-	
DEBT SERVICE								
4711	Princ. - Long Term Bonds & Notes		187,178	189,426	170,074		170,074	
4721	Interest-Long Term Bonds & Notes		28,875	55,727	45,517		45,517	
4723	Int. on Tax Anticipation Notes		1,000	-	-		-	
4790-4799	Other Debt Service		-	-	-		-	
CAPITAL OUTLAY								
4901	Land		33,000	32,999	55,000		55,000	
4902	Machinery, Vehicles & Equipment		248,000	217,953	80,000		80,000	
4903	Buildings		15,000	25,841	-		-	
4999	Improvements Other Than Bldgs.		10,000	25,190	137,943		137,943	
OPERATING TRANSFERS OUT								
4912	To Special Revenue Fund		-	-	-		-	
4913	To Capital Projects Fund		-	-	-		-	
4914	To Enterprises Fund		-	-	-		-	
	Sewer-		-	-	-		-	
	Water-		-	-	-		-	

1	2	3	4	5	6	7	8	9
Acct#	PURPOSE OF APPROPRIATIONS (RSA 323.V)	WARR. ART.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS ENSURING FISCAL YEAR		BUDGET COMMITTEE'S APPROPRIATIONS ENSURING FISCAL YEAR	
					(RECOMMENDED)	(NOT RECOMMENDED)	RECOMMENDED	NOT RECOMMENDED
OPERATING TRANSFERS OUT cont.								
	Electric-		-	-	-	-	-	-
	Airport-		-	-	-	-	-	-
4915	To Capital Reserve Fund		186,000	186,000	135,000		135,000	
4916	To Exp.Tr.Fund-except #4917		2,700	2,700	300		300	
4917	To Health Maint. Trust Funds		-	-	-		-	
4918	To Nonexpendable Trust Funds		-	-	-		-	
4919	To Agency Funds		-	-	-		-	
SUBTOTAL 1				4,025,038	4,247,648	-	4,247,648	-

If you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.

Acct. #	Warr. Art. #	Amount	Acct. #	Warr. Art. #	Amount
4909	7	41,943	4915	14	130,000
4197	9	48,300	4915	15	5,000
4901	10	27,000	4916	16	300
4901	11	28,000	4909	17	12,000
4902	12	25,000			
4902	13	27,000			

MS-7 Budget - Town of Enfield, New Hampshire FY 2004

1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	WARR. ART.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	ESTIMATED REVENUES ENSUING YEAR
TAXES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3120	Land Use Change Taxes		20,558	23,074	11,000
3180	Resident Taxes		-	-	-
3185	Timber Taxes		2,500	3,655	2,500
3186	Payment in Lieu of Taxes		-	-	-
3189	Other Taxes		-	-	-
3190	Interest & Penalties on Delinquent Taxes		28,000	37,595	25,000
	Inventory Penalties		-	-	-
3187	Excavation Tax (\$.02 cents per cu yd)		1,317	1,512	1,000
LICENSES, PERMITS & FEES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3210	Business Licenses & Permits		267	562	200
3220	Motor Vehicle Permit Fees		665,000	708,914	675,000
3230	Building Permits		10,000	20,197	15,000
3290	Other Licenses, Permits & Fees		3,500	5,380	3,500
3311-3319	FROM FEDERAL GOVERNMENT		5,500	380	94,800
FROM STATE			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3351	Shared Revenues		30,457	55,841	30,457
3352	Meals & Rooms Tax Distribution		140,377	140,377	140,377
3353	Highway Block Grant		116,356	94,407	118,289
3354	Water Pollution Grant		49,774	49,774	49,000
3355	Housing & Community Development		21,949	21,949	-
3356	State & Federal Forest Land Reimbursement		-	-	-
3357	Flood Control Reimbursement		-	-	-
3359	Other (Including Railroad Tax)		-	-	-
3379	FROM OTHER GOVERNMENTS		-	-	-
CHARGES FOR SERVICES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3401-3406	Income from Departments		28,000	37,892	30,000
3409	Other Charges		5,000	30,037	8,000
MISCELLANEOUS REVENUES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3501	Sale of Municipal Property		48,562	48,301	20,000
3502	Interest on Investments		17,000	20,315	16,000
3503-3509	Other		19,900	29,929	15,000
INTERFUND OPERATING TRANSFERS IN			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3912	From Special Revenue Funds		-	-	-
3913	From Capital Projects Funds		-	-	-

MS-7 Budget - Town of Enfield, New Hampshire FY 2004

1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	WARR. ART.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	ESTIMATED REVENUES ENSUING YEAR
INTERFUND OPERATING TRANSFERS IN cont. XXXXXXXXXX XXXXXXXXXX XXXXXXXXXX					
3914	From Enterprise Funds				
	Sewer - (Offset)		241,628	241,628	221,853
	Water - (Offset)		143,492	143,492	160,342
	Electric - (Offset)		-	-	-
	Airport - (Offset)		-	-	-
3915	From Capital Reserve Funds		140,000	140,000	34,050
3916	From Trust & Agency Funds	16	10,000	9,786	10,000
OTHER FINANCING SOURCES XXXXXXXXXX XXXXXXXXXX XXXXXXXXXX					
3934	Proc. from Long Term Bonds & Notes				
Amts VOTED From F/B ("Surplus")		10,11,13,17	2,700	2,700	94,144
Fund Balance ("Surplus") to Reduce Taxes			60,000	60,000	TBD
TOTAL ESTIMATED REVENUE & CREDITS			1,811,837	1,927,697	1,775,512

****BUDGET SUMMARY****

	PRIOR YEAR ADOPTED BUDGET	SELECTMEN'S RECOMMENDED BUDGET	BUDGET COMMITTEE'S RECOMMENDED BUDGET
SUBTOTAL 1 Appropriations Recommended (from pg. 5)	4,103,040	4,247,648	4,247,648
SUBTOTAL 2 Special Warrant Articles Recommended (from pg. 6)	198,700	147,300	147,300
SUBTOTAL 3 "Individual" Warrant Articles Recommended (from pg. 6)	80,483	197,243	197,243
NET Appropriations Recommended (Operating Budget)	3,823,857	3,903,105	3,903,105
Less: Amount of Estimated Revenues & Credits (from above)	1,811,837	1,775,512	1,775,512
Estimated Amount of Taxes to be Raised	2,012,020	2,127,593	2,127,593

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18: \$399,907
(See Supplemental Schedule With 10% Calculation)

Budget Committee Supplemental Schedule

(For Calculating 10% Maximum Increase)
(RSA 32:18, 19 & 32:21)

LOCAL GOVERNMENT UNIT: **ENFIELD**

FISCAL YEAR END 12/31/03

		RECOMMENDED AMOUNT
1.	Total recommended by Budget Committee (See Posted Budget MS-7)	\$4,247,648
	Less Exclusions:	
2.	Principal-Long-Term Bonds & Notes	\$ 170,074
3.	Interest-Long-Term Bonds & Notes	45,517
4.	Capital Outlays Funded from Long-Term Bonds & Notes per RSA 33:7-b & 33:8	0
5.	Mandatory Assessments	<u>32,984</u>
6.	Total Exclusions (Sum of rows 2-5)	<u>(248,575)</u>
7.	Amount recommended less recommended exclusion amounts (Line 1 less line 6)	\$3,999,073
8.	Line 7 times 10%	399,907
9.	Maximum Allowable Appropriations (lines 1 + 8)	\$4,647,555

The following letters by the Town's Independent Auditor are the opinions of the 2002 Fiscal Year. The complete copy of the auditor's report is available for viewing at the Enfield Selectmen's Office.

PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX 224-1380

INDEPENDENT AUDITOR'S REPORT

To the Members of the Board of Selectmen
Town of Enfield
Enfield, New Hampshire

We have audited the accompanying general purpose financial statements of the Town of Enfield, New Hampshire as of and for the year ended December 31, 2002 as listed in the table of contents [of the 2002 audit]. These general purpose financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the general fixed assets account group which should be included in order to conform with accounting principles generally accepted in the United States of America. As is the case with most municipal entities in the State of New Hampshire, the Town of Enfield has not maintained historical cost records of its fixed assets.

The amount that should be recorded in the general fixed assets account group is not known.

In our opinion, except for the effect on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Enfield, as of December 31, 2002, and the results of its operations and the cash flows of its nonexpendable trust funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated February 21, 2003 on our consideration of the Town of Enfield's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of the Town of Enfield taken as a whole. The combining and individual fund financial statements listed as schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Town of Enfield. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the general purpose financial statements. All such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Plodzick & Sanderson
Professional Association

February 21, 2003

PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

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*REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER
FINANCIAL REPORTING BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS.*

To the Members of the Board of Selectmen
Town of Enfield
Enfield, New Hampshire

We have audited the financial statements of the Town of Enfield as of and for the year ended December 31, 2002, and we have issued our report thereon which was qualified as indicated therein dated February 21, 2003. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States

Compliance

As part of obtaining reasonable assurance about whether the Town of Enfield's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants; noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Town of Enfield's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not

necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal controls over financial reporting and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of management, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specific parties.

*Plodzik & Sanderson
Professional Association*

February 21, 2003

PLODZIK & SANDERSON

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*TOWN OF ENFIELD, NEW HAMPSHIRE
Schedule of Findings and Questioned Costs
For the Fiscal Year Ended December 31, 2002*

SECTION I SUMMARY OF AUDITOR'S RESULTS

A. Financial Statements

1. The auditor's report expresses a qualified opinion on the financial statements.
2. There were no material weaknesses identified relating to the internal control over financial reporting.
3. There were no reportable conditions identified which were not considered material weaknesses relating to the internal control over financial reporting.
4. There were no instance of noncompliance material to the financial statements identified.

B. Federal Awards

1. There were no material weaknesses identified relating to the internal control over major programs.
2. There were no reportable conditions identified which were not considered material weaknesses relating to the internal control over major programs.
3. The auditor's report on compliance for major programs expresses an unqualified opinion.
4. There are no audit findings required to be reported in accordance with Circular A-133.
5. The program tested as a major program is CFDA No. 14.228: Community Development Block Grants/State's Program.
6. The threshold for distinguishing between Types A and B programs was \$300,000.
7. The Town of Enfield was not determined to be a low-risk auditee.

SECTION II
FINANCIAL STATEMENT FINDINGS

NONE

SECTION III
FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

NONE

2003 Summary Inventory of Valuation

Value of Land:

Current Use (RSA 79-A)	\$ 953,239	
Residential	82,714,700	
Commercial/Industrial	<u>9,347,100</u>	
Total Value of Taxable Land		93,015,039

Value of Buildings:

Residential	132,392,200	
Manufactured Housing (RSA 674:31)	4,842,900	
Commercial/Industrial	<u>11,345,200</u>	
Total Value of Taxable Buildings		148,580,300

Value of Public Utilities:2,208,100**Total Valuation Before Exemptions:****\$243,803,439****Less Exemptions:**

Blind Exemptions (RSA 72:37)	30,000	
Elderly Exemptions (RSA 72:39 – a & b)	2,458,800	
Disabled Exemptions (RSA 72:37 – b)	<u>148,300</u>	
Less Total Dollar Amount of Exemptions		2,637,100

**Net Valuation on Which the Tax Rate for
Municipal, County & Local Education
Tax is Computed:****\$241,166,339**

Less Public Utilities

2,208,100**Net Valuation Without Utilities on Which Tax
Rate for State Education Tax is Computed:****\$238,958,239**

Total Veterans' Tax Credits

34,800

Enfield Eastman Village District
Precinct Valuation

7,296,700

2003 Tax Rate Calculation

			<u>Tax Rates</u>
Town Gross Appropriations	4,098,607		
Less Revenues	(1,811,837)		
Less Shared Revenues	(21,090)		
Plus Overlay	33,317		
Plus War Service Credits	34,800		
Approved Town Tax Effort		2,333,797	
Town Rate			9.68
Regional School Apportionment	5,146,270		
Less Adequate Education Grant	(1,286,914)		
Less State Education Taxes	(1,317,349)		
Approved School Tax Effort		2,542,007	
Local School Rate			10.54
State Education Taxes			
Equalized Valuation (no utilities)	267,753,777		
x \$4.92		1,317,349	
Divide by Local Assessed Valuation	238,958,239		
(no utilities)			
State School Rate			5.51
Due to County	488,928		
Less Shared Revenues	(4,294)		
Approved County Tax Effort		484,634	
County Tax Rate			2.01
Total Tax Rate			\$27.74
Total Property Taxes Assessed	6,677,787		
Less War Service Credits	(34,800)		
Add Village District Commitment	10,142		
Total Property Tax Commitment		6,653,129	
Eastman Village District Commitment		10,142	
Eastman Village District Tax Rate			1.39
(To be collected and remitted to Precinct)			

Five-Year Tax Rate History

Year	1999	2000	2001	2002	2003
Town Tax Rate	8.60	8.53	9.16	9.58	9.68
County Tax Rate	1.58	1.57	1.64	1.77	2.01
Local Education	5.15	7.64	7.76	10.74	10.54
State Education	6.72	6.32	6.56	5.78	5.51

Five-Year Property Valuation History

Year	1999	2000	2001	2002	2003
Value	209,975,380	222,600,115	224,211,618	234,483,238	241,166,339
% Inc.		6.01%	< 1%	4.6%	2.85%

Comparative Statement of Appropriations and Expenditures

Fiscal Year Ending December 31, 2003

Title of Appropriations	Appropriation	Expenditure	Encumbrance	Unexpended Balance	Overdraft
Executive Office	144,056.00	137,129.24	2,000.00	4,926.76	
Election, Reg. & Vital Stats	57,701.00	53,453.61		4,247.39	
Financial Administration	124,688.00	124,276.40		411.60	
Revaluation	43,000.00	31,393.06	8,000.00	3,606.94	
Legal Expense	35,000.00	32,168.68		2,831.32	
Personnel Administration	445,602.00	385,944.45		59,657.55	
Planning Board	39,512.00	35,416.33		4,095.67	
Zoning Board of Adjustment	1,750.00	641.05		1,108.95	
Gen. Gov't. Bldgs & Grounds	149,240.00	156,840.85	9,000.00		16,600.85
Cemeteries	5,035.00	4,928.65		106.35	
Insurance	43,380.00	45,075.15			1,695.15
Regional Associations	56,483.00	56,483.00		0	
Hydrant Maintenance	18,000.00	18,000.00		0	
Police Department	453,805.00	498,036.37			44,231.37
Police Reimbursable Projects	8,000.00	10,941.40			2,941.40
Ambulance	28,501.00	27,970.80		530.20	
Fire Department	68,644.00	81,799.56			13,155.56
Building Inspection	45,048.00	44,497.96		550.04	
Emergency Management	2,000.00	314.59		1,685.41	
Dispatch Services	38,713.00	38,713.00		0	

Highways & Streets	698,898.00	698,698.83	199.17	
Street Lighting	21,000.00	20,939.34	60.66	
Solid Waste Collection	121,860.00	118,437.02	3,422.98	
Solid Waste Disposal	158,301.00	143,370.88	14,930.12	
Sewer Department	241,628.00	159,619.05	47,566.75	
Water Department	143,492.00	167,829.52	34,442.20	24,337.52
Health Department	695.00	485.43	209.57	
Animal Control Expense	600.00	179.96	420.04	
Welfare Administration	8,025.00	8,255.73		230.73
Welfare Direct Assistance	31,000.00	12,326.93	18,673.07	
Parks & Recreation	22,708.00	22,997.57		289.57
Library	122,538.00	113,309.12	9,228.88	
Patriotic Purposes	900.00	1,117.59		217.59
Historical Records	2,353.00	804.65	48.35	
Conservation Commission	6,900.00	6,900.00	0	
Principal: Long-Term Debts	187,176.00	189,425.52		2,249.52
Interest: Long-Term Debts	26,675.00	55,727.24		29,052.24
Tax Anticipation Interest	1,000.00	0	1,000.00	
Capital Outlay:				
Land and Improvements	33,000.00	19,897.71	13,101.46	
Machinery/Vehicles/Equip.	248,000.00	217,953.26	30,046.74	
Buildings	25,000.00	10,840.85	15,000.00	840.85
Improvements: Other	0	25,189.99		25,189.99
Transfers to Capital Reserve	186,000.00	186,000.00	0	
Transfers to Exp. Trust Funds	2,700.00	2,700.00	0	
Totals	4,098,607.00	3,967,030.34	209,565.34	161,032.34
Net Unexpended Appropriations		83,043.66		\$48,533.00

2002 Balance Sheet

(The 2002 Balance Sheet is the most current audited Balance Sheet available.)

As of December 31, 2002

ASSETS AND OTHER DEBITS:

Assets:

Cash and Equivalents	\$2,300,611
Investments	1,210,995
Receivables (Net of Allowance For Uncollectible):	
Taxes	469,718
Accounts	60,816
Intergovernmental	224,546
Interfund Receivable	2,566,608

Other Debits:

To be Provided for Retirement of General Long-Term Debt	1,423,461
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TOTAL ASSETS AND OTHER DEBITS:	\$8,256,755
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LIABILITIES AND EQUITY:

Liabilities:

Accounts Payable	\$ 122,185
Intergovernmental Payable	1,972,931
Interfund Payable	2,566,608
Escrow and Performance Deposits	8,856
Deferred Tax Revenue	5,041
Other Deferred Revenue	63,552
General Obligation Debt Payable	1,423,461
Total Liabilities:	\$6,162,634

Equity:

Fund Balances:	
Reserved for Encumbrances	50,298
Reserved for Endowments	89,987
Reserved for Special Purposes	693,292
Unreserved:	
Designated for Special Purposes	287,979
Undesignated (Deficit)	972,565
Total Equity:	\$2,094,121

TOTAL LIABILITIES AND EQUITY:	\$8,256,755
--------------------------------------	--------------------

Schedule of Long-Term Indebtedness

As of December 31, 2003

Bonds and Notes Outstanding:

1985 Sewer Bond	80,000
1989 Sewer Bond	168,518
1993 Municipal Note (Library Renovation)	0
1995 Municipal Note (Carl Patten Bridge)	29,362
2001 Municipal Note (DPW Facility)	800,000
2002 State Revolving Loan Fund (Water)	<u>281,268</u>
Total Bonds and Notes Outstanding	1,359,148

Total Long-Term Indebtedness

\$1,359,148

Reconciliation of Outstanding Long-Term Indebtedness

Outstanding Long-Term Debt as of 1/1/03	\$ 1,566,848
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Debt Retired During Fiscal Year:

1985 Sewer Bond	40,000
1989 Sewer Bond	12,963
1993 Municipal Note	20,381
1995 Municipal Note	16,081
2001 Municipal Note (DPW Facility)	100,000
2002 State Revolving Loan Fund (Water)	<u>18,275</u>
Total Debt Retired During Fiscal Year:	<u>207,700</u>

Outstanding Debt as of December 31, 2003

\$ 1,359,148

Schedule of Town Real Property

As of April 1, 2003

LOCATION	ACRES	DESCRIPTION/COMMENTS	LAND VALUE	BLDG VALUE	TOTAL VALUE
74 Lockhaven Road	27.30	DPW Facility Site	\$208,100	\$863,400	\$1,071,500
23 Main Street	.47	Whitney Hall	55,000	210,800	265,800
308 US Route 4	2.74	Huse Park/Community Building	67,000	195,300	262,300
19 Main Street	.72	Police Facility	34,000	128,200	162,200
25 Union Street	.48	Union Street Fire Station	43,200	84,900	128,100
15 Shedd Street	.97	Highway Garage	49,000	53,600	102,600
Johnston Drive	.60		96,900		96,900
7 Shedd Street	1.24	Highway Garage	49,500	44,000	93,500
Johnston Drive	.35	Leased to Sanborn	91,800		91,800
253 NH Route 4A	.50	Mascoma Boat Launch	91,700		91,700
Johnston Drive	.45	Leased to Trask & Ricker	80,400		80,400
1100 NH Route 4A	.23	Enfield Center Fire Station	33,600	45,200	78,800
1044 NH Route 4A	.13	Enfield Center Town Hall	35,900	36,400	72,300
Fuller Road	5.40		39,100	32,400	71,500
NH Route 4A	.90	Deed rights of access to Evenchance	71,100		71,100
US Route 4	2.00	Lakeview Cemetery	67,300		67,300
Grafton Pond Road	171.00	Bicknell Brook Trail	67,100		67,100
Johnston Drive	.09		50,900		50,900
18 High Street	1.20	Craig Property	19,700	25,100	44,800
59 Lovejoy Brook Road	8.90	Prior Well	41,500	1,600	43,100

LOCATION	ACRES	DESCRIPTION/COMMENTS	LAND VALUE	BLDG VALUE	TOTAL VALUE
4 Pine Drive	.08	Pump Station	23,000	16,600	39,600
Shaker Boulevard	3.80		38,200		38,200
NH Route 4A	1.15	Shakoma Beach Parking Area	37,400	300	37,700
Graham Road	.25	Access to Spectacle Pond	36,400		36,400
NH Route 4A	.12		36,300		36,300
23 May Street	.27	May Street Garage	31,400		31,400
39 Lockehaven Road	3.00	Transfer Station	30,400	1,000	31,400
Main Street	.17	Parking Area	30,600		30,600
NH Route 4A	15.30	Shaker Recreation Park	25,400	2,900	28,300
181 US Route 4	.53	Water Tank site	9,900	18,000	27,900
27 McConnell Road	2.20	McConnell Well Pump Station	23,900	3,800	27,700
Lockehaven Road	1.32	Lockehaven Cemetery	26,300		26,300
NH Route 4A	1.84		25,000		25,000
Blacksmith Alley	.24		24,300		24,300
249 NH Route 4A	.30	Shakoma Beach	22,000	1,300	23,300
Kluge Road	7.11	Countryside Cemetery	22,400		22,400
Mud Pond Road	10.00	Mud Pond Access	20,100		20,100
259 US Route 4	.16	Veterans Park	19,500		19,500
US Route 4	30.00	McConnell Well Site	18,800		18,800
Rice Road	.75	Purmort Cemetery	18,300		18,300
Shaker Hill Road	12.10	Swamp	16,500		16,500
18 Depot Street	0	Fast Squad Building		16,100	16,100
152 Maple Street	.04	Chlorinator Bldg	9,300	6,200	15,500
George Hill Road	.50	George Hill Cemetery	14,100		14,100
Old Route 10	3.00		13,900		13,900
Follensbee Road	.28	Kidder Cemetery	13,800		13,800

LOCATION	ACRES	DESCRIPTION/COMMENTS	LAND VALUE	BLDG VALUE	TOTAL VALUE
Mud Pond Road	20.00	Mud Pond Access	13,600		13,600
259 US Route 4	.25	Veterans Park	12,300		12,300
NH Route 4A	1.00		8,300		8,300
Catamount Road	1.73	Eastman Development	7,900		7,900
Jones Hill Road	25.00	Wetlands	6,400		6,400
Smith Pond Road	7.50		6,200		6,200
Shaker Blvd	.19		5,000		5,000
Lockehaven Road	.07	Morse Cemetery	4,500		4,500
NH Route 4A	1.07	Montcalm Cemetery	4,500		4,500
Oak Grove Street	.05	Paddleford Cemetery	4,100		4,100
Palmer Road	.05	Adams Cemetery	3,500		3,500
Union Street	.79	Frog Pond	3,100		3,100
NH Route 4A	.38	Cemetery by Union Church	2,600		2,600
NH Route 4A	.01		2,400		2,400
Boy's Camp Road	.03	Butman Cemetery	2,300		2,300
Lake Street	.09		2,200		2,200
Main Street	.04	Part of Main & High Streets	1,800		1,800
Algonquin Road	.004	Spring Site	400		400
NH Route 4A	.50	Abuts George Pond	100		100
Moore Street	.06	Unable to locate without survey	100		100
TOTALS:			\$1,971,300	\$1,787,100	\$3,758,400

Town Clerk's Report

As of December 31, 2003

Motor Vehicle Permits (6,304 issued)		\$695,171.83
Municipal Agent Fees--Validation Decals (4,938)		12,345.00
Municipal Agent Fees--Title Applications (1,559)		3,118.00
UCC Filings (164)		2,456.00
Dog Licenses:		6,308.00
Licenses (801)	\$5,216.00	
Group Licenses (3)	65.00	
Late Penalties (76)	327.00	
Violation Fines (25)	700.00	
Marriage Licenses (39)		1,755.00
Vital Record Certificates (90)		976.00
Returned Check Fees (8)		200.00
Wetland Permits (5)		75.00
State Lien Filings (1)		15.00
Federal Lien Filings		
Checklist Copies (9)		125.00
Utility Pole Licenses (1)		10.00
Candidate Filings		4.00
Incorporation filing (1)		10.00
Total		<hr/> \$722,568.83

Respectfully submitted,

Ilene P. Reed
Town Clerk

Tax Collector's Report

As of December 31, 2003

	<u>2003</u>	<u>2002</u>
Uncollected Taxes Beginning of Fiscal Year:		
Property Tax		393,525.80
Land Use Change Tax		272.71
Yield Taxes		3,451.09
Excavation Activity Tax		
Taxes Committed to Collector:		
Property Tax	6,650,406.80	
Land Use Change Tax	28,440.00	
Yield Taxes	3,849.65	
Excavation Tax \$.02/yd	1,317.63	
Boat Permit Fees		
Water & Sewer Arrearage		
Overpayment:		
Property Tax	21,755.86	
Excavation Activity Tax		
Interest Collected on Delinquent Tax:	7274.84	20603.09
Total Debits:	\$6,713,044.78	\$417,852.69

	<u>2003</u>	<u>2002</u>
Remitted to Treasurer During Year:		
Property Tax	6,184,867.76	197,586.63
Land Use Change Tax	23,350.00	272.71
Yield Taxes	3,607.55	3,451.09
Interest	7,274.84	20603.09
Boat Permit Fees		
Excavation Tax @ \$.02/yd.	896.97	
Conversion to Lien		195,490.46
Abatements Made:		
Property Tax	4,179.60	448.71
Yield Tax		
Excavation Activity Tax		
Current Levy Deeded	1,909.09	
Uncollected Taxes End of Year:		
Property Tax	481,206.21	
Land Use Change Tax	5,090.00	
Yield Taxes	242.10	
Excavation Tax @ \$.02/yd.	420.66	
Total Credits:	\$6,713,044.78	\$417,852.69

Respectfully submitted,

Carolee T. Higbee
Tax Collector

Summary of Tax Lien Accounts

As of December 31, 2003

	<u>2002</u>	<u>2001</u>	<u>2000</u>
Unredeemed Liens Balance at Beginning of Year:		89,184.96	44,596.39
Liens Executed During Year:	210,951.88		
Interest & Costs Collected (After Lien Execution):	4,714.94	10,519.66	13,337.84
Total Debits:	\$215,666.82	\$99,704.62	\$57,934.23
Remitted to Treasurer:			
Redemptions	67,873.70	45,358.14	39,923.86
Interest & Costs (After Lien Execution)	4,714.94	10,519.66	13,337.84
Abatements of			
Unredeemed Taxes:	1,684.02	1,522.78	
Liens Deeded to Town	4,175.78	4,191.39	4,672.53
Unredeemed Liens Balance at End of Year:	137,218.38	38,212.65	
Total Credits:	\$215,666.82	\$99,704.62	\$57,934.23

Respectfully submitted,

Carolee T. Higbee
Tax Collector

Municipal Water & Sewer Departments Collections Report

As of December 31, 2003

To Collect:	Sewer	Water	Combined
Uncollected (2002)	3,472.99	1,979.24	5,452.23
Volume Charges	200,901.16	104,597.08	305,498.24
Account Base Charges	7,514.06	10,812.91	18,326.97
Meter Bfp/Repl Fund		2,123.50	2,123.50
Sprinkler Service		128.00	128.00
Fixed Cost Share	14,049.00	11,679.96	25,728.96
Meter Pulling Fees	12.50	62.50	75.00
Meter Setting Fees	100.00	62.50	162.50
Meter Installation Fee			
Property Transfer	250.00	270.00	520.00
Returned Check Fees	50.00	25.00	75.00
Hook-up Inspection Fee	735.00	780.00	1,515.00
Materials	1,670.09	1,399.70	3,069.79
New Const. App. Fees	14,250.00	6,000.00	20,250.00
Late Penalties	2,211.02	3,181.70	5,392.72
Hydrant Maintenance		18,000.00	18,000.00
Net Adjustments	-490.60	-10.32	-500.92
Total To Collect	\$244,725.22	\$161,091.77	\$405,816.99

	Sewer	Water	Combined
Payments Collected:			
Volume Charges	199,961.50	103,877.28	303,838.78
Account Base Charges	7,540.87	10,851.47	18,392.34
Meter Bfp/Repl Fund		2,124.99	2,124.99
Sprinkler Service		128.00	128.00
Fixed Cost Share	14,335.40	11,685.20	26,020.60
Late Penalties	2,272.92	3,270.84	5,543.76
Meter Setting Fees	100.00	50.00	150.00
Meter Pulling Fees	25.00	37.50	62.50
Meter Installation			
Materials	1,962.44	1,585.37	3,547.81
Property Transfer	240.00	260.00	500.00
Hook-up Inspection Fees	735.00	780.00	1,515.00
Returned Check Fees	50.00	25.00	75.00
Restoration Fees			
Hydrant Maintenance		18,000.00	18,000.00
Net Adjustments	676.21	49.02	725.23
New Const. App. Fee	14,250.00	6,000.00	20,250.00
Total Cash Collected	\$242,149.34	\$158,724.67	\$400,874.01
 Total Uncollected	 \$2,575.88	 \$2,367.10	 \$4,942.98

Respectfully submitted,

Carolee T. Higbee
Accounts Manager

Treasurer's Report

Fiscal Year Ending December 31, 2003

Balance as of January 1, 2003 \$2,552,541.18

Received from Departments:

Town Clerk:	722,568.83
Tax Collector:	6,612,172.68
Water & Sewer Depts.	394,556.70
Selectmen	766,975.23

Total Received from Departments 8,496,273.44

Transfers/Deposits (4054.72)

Paid by Selectmen's Manifests (7,854,895.86)

EFTPS Payments (319,725.41)

Bank Charges (2,136.99)

Bad Checks (133.26)

(8,176,891.52)

Interest:

Checking/Sweep 17,084.55

NH Public Deposit Investment Pool 2,870.59

EFTPS Savings 27.01

Sale of Property 326.59

20,308.74

Cash in Hands of Treasurer \$2,888,177.12

Cash on Hand

Checking 2,454,522.17

NH Public Deposit Investment Pool 350,965.71

EFTPS Savings 18,811.18

Sale of Property 63,878.06

Total Cash on Hand \$2,888,177.12

Respectfully submitted,

Donna I. Schmanska
Treasurer

Electronic Funds Tax Payment System Account

Cash on hand January 1, 2003	\$13,297.62
Deposits	319,725.41
Withdrawals	(314,238.86)
Interest	<u>27.01</u>
Balance as of December 31, 2003	\$18,811.18

Conservation Fund

Established January 10, 1992

Cash on hand January 1, 2003	\$7,385.45
Deposits	5,821.88
Withdrawals	(1,000.00)
Interest	<u>62.09</u>
Balance as of December 31, 2003	\$12,269.42

Shaker Recreation Park Fund

Established June 13, 1995

Cash on hand January 1, 2003	\$8,124.79
Deposits	0.00
Withdrawals	0.00
Interest	<u>41.75</u>
Balance as of December 31, 2003	\$8,166.54

Summary of Receipts

As of December 31, 2002

General Fund (01)

Taxes Collected & Remitted	\$6,518,962.50
Licenses Permits & Fees	735,053.32
Intergovernmental Revenues	312,953.59
Charges for Services	67,929.19
Miscellaneous	271,632.22
Total General Fund (01)	\$7,906,530.82

Water Fund (02)

Intergovernmental Revenues	173,415.00
Revenues from Enterprise Funds	139,295.33
Transfers from Capital Reserve	5,073.00
Total Water Fund (02)	\$317,718.33

Sewer Fund (03)

Revenues from Enterprise Funds	221,612.28
Transfers from Capital Reserve Funds	4,307.00
Transfers from Trust & Agency Funds	7,000.00
Total Sewer Fund (03)	\$232,919.28

Grant Fund (04)

State Grants & Reimbursements	18,056.99
Total Grant Fund (04)	\$18,056.99

Capital Project Fund (05)

Other State Grants & Reimbursements	11,354.44
Total Capital Projects Fund (05)	\$11,354.44

Total Receipts from all Sources:	\$8,486,579.86
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Detailed Statement of Receipts

As of December 31, 2003

General Fund (01)

Taxes:

Property Taxes Receivable	6,297,556.26	
Current Land Use Tax	23,622.71	
Timber Tax Yield Taxes Receivable	6,916.70	
Excavation Tax	92.76	
Interest/Penalties on Delinquent Taxes	37,594.86	
A/R Tax Liens	<u>153,179.21</u>	
Total Taxes		6,518,962.50

Licenses, Permits & Fees:

Business Licenses & Permits	562.00	
Motor Vehicle Permit Fees	708,913.83	
Building Permits	20,196.99	
Dog Licenses	2,317.50	
Marriage Licenses	<u>3,063.00</u>	
Total Licenses, Permits & Fees		735,053.32

Intergovernmental Revenues:

DEA Funds	379.56	
Shared Revenue Block Grant	55,841.00	
Rooms & Meals Tax	140,376.97	
Highway Block Grant	<u>116,356.06</u>	
Total Intergovernmental Revenues		312,953.59

Charges for Services:

Income from Departments		
Town Offices	622.90	
Cemeteries	2,110.00	
Planning Board	8,683.50	
Zoning Board	700.00	
Police Department	8,570.80	
Animal Control	150.00	
Rubbish	6,852.45	
General Assistance	<u>1,522.15</u>	

Income from Departments, continued		
Recreation	2,868.65	
Fees	5,811.54	
Rental of Town Property	1,100.00	
General Fund/Miscellaneous	4,518.27	
Police Reimbursable Projects	24,418.93	
Total Charges for Services		67,929.19

Miscellaneous:

Sale/Lease of Municipal Property	48,301.10	
Interest on Investments	20,315.19	
Insurance Dividends/Reimbursements	22,958.67	
Vendor Discounts Taken	6,970.76	
Transfers from Capital Reserve Funds	163,300.00	
Transfers from Trust Funds	9,786.50	
Total Miscellaneous		271,632.22
Total General Fund (01)		\$7,906,530.82

Water Fund (02)

Intergovernmental Revenues:		173,415.00
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Revenues from Enterprise Funds:

User Fees	136,271.91	
Late Charges	3,023.42	
Total Revenues from Enterprise Funds		139,295.33

Transfers from Capital Reserve Funds:	5,073.00	
Total Water Fund (02)		\$317,718.33

Sewer Fund (03)

Revenues from Enterprise Funds:

User Fees	219,511.43	
Late Charges	2,100.85	
Total Revenues from Enterprise Funds		221,612.28

Transfers from Capital Reserve Funds:	4,307.00	
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Transfers from Trust & Agency Funds:	7,000.00	
Total Sewer (03)		\$232,919.28

Grant Fund (04)

State Grants & Reimbursements:

Anne's Place CDBG	1,040.00	
Police Domestic Preparedness Equip.	4,940.00	
Emergency Mgmt Performance Grant	3,750.00	
Enfield DWI Patrol	347.69	
Forestry Grant	884.00	
Jaws of Life – Emergency Grant	4,500.00	
Fire Dept. Domestic Prep. Equip.	2,595.30	
	<u> </u>	
Total State Grants & Reimbursements:		18,056.99
Total Grant Fund (04)		<u>\$18,056.99</u>

Capital Project Fund (05)

Other State Grants & Reimbursements:

Bus Stop and Shelter		11,354.44
		<u> </u>
Total Capital Project Fund (05)		<u>\$11,354.44</u>

Total Receipts From All Sources:	\$8,486,579.86
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Summary of Payments

As of December 31, 2003

General Fund (01)

General Government:

Executive Office	139,129.24	
Election, Registration & Vital Statistics	53,453.61	
Financial Administration	124,276.40	
Revaluation	39,393.06	
Legal Expense	32,168.68	
Personnel Administration	385,944.45	
Planning Board	35,416.33	
Zoning Board of Adjustment	641.05	
General Gov't Buildings & Grounds	165,840.85	
Cemeteries	4,928.65	
Property-Liability Insurance	45,075.15	
Regional Associations	56,483.00	
Hydrant Maintenance	18,000.00	
Total General Government		1,100,750.47

Public Safety:

Police Department	498,036.37	
Police Reimbursable Projects	10,941.40	
Ambulance	27,970.80	
Fire Department	81,799.56	
Building Inspection	44,497.96	
Emergency Management	314.59	
Dispatch Services	38,713.00	
Total Public Safety		702,273.68

Highways & Streets:

Highway Department	698,698.83	
Street Lighting	20,939.34	
Total Highways & Streets		719,638.17

Sanitation:

Solid Waste Collection	118,437.02	
Solid Waste Disposal	143,370.88	
Total Sanitation		261,807.90

Health:		
Health	485.43	
Animal Control Expense	179.96	
Total Health		665.39
Welfare:		
Welfare Administration	8,255.73	
Welfare Direct Assistance	12,326.93	
Total Welfare		20,582.66
Culture & Recreation:		
Parks & Recreation	22,997.57	
Library	113,309.12	
Patriotic Purposes	1,117.59	
Historical Records	2,304.65	
Total Cultural & Recreation		139,728.93
Conservation:		6,900.00
Debt Service:		245,152.76
Capital Outlay:		
Land and Improvements	32,999.17	
Machinery, Vehicles & Equipment	217,953.26	
Buildings	15,000.00	
Improvements: Other	2,550.00	
Total Capital Outlay		268,502.43
Payments to Capital Reserve:		186,000.00
Transfers to Trust & Agency Funds:		2,700.00
Miscellaneous:		
Unclassified	62,915.69	
Payments to Other Governments	4,242,170.90	
Total Miscellaneous		4,305,086.59
Total General Fund (01)		\$7,959,788.98

Water Fund (02)

General Government Buildings:	137.50
Water Administration:	117,260.31

Debt Service:	27,675.28
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Capital Outlay:	
Machinery, Vehicles & Equipment	8,599.17

Miscellaneous:	14,157.26
Total Water Fund (02)	<u>\$167,829.52</u>

Sewer Fund (03)

Sewage Collection and Disposal:	
Sewage Collection and Disposal	186,228.07

Capital Outlay:	
Machinery, Vehicles & Equipment	7,833.18
Total Sewer Fund (03)	<u>\$194,061.25</u>

Grant Fund (04)

Police Department:	12,341.50
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Fire Department:	7,414.49
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Emergency Management:	2,000.00
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Highway Department:	884.00
Total Grant Fund (04)	<u>\$22,639.99</u>

Capital Projects Fund (05)

Buildings:	10,840.85
Total Capital Projects Fund (05)	<u>\$10,840.85</u>

Total Payments – All Funds:	\$8,355,160.59
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Detailed Statement of Payments

As of December 31, 2003

General Fund (01)

General Government

Executive Office:

Executive Personnel	97,850.62	
Contracted Services	434.25	
Selectmen's Salaries	4,478.78	
Moderator & Asst. Moderator	838.13	
Overtime	1,565.59	
Telephone/Communications	1,998.14	
Internet	1,462.50	
Public Information	3,063.90	
Printing	8,590.66	
Dues	2,733.14	
Office Supplies	3,754.03	
Postage	2,103.41	
Repairs & Service Contracts	1,560.13	
Law Books/References	650.58	
Miscellaneous	2,584.14	
New Equipment	431.33	
Professional Development	458.00	
Special Projects	4,000.00	
Mileage	571.91	
Total Executive Office		139,129.24

Election, Registration & Vital Statistics:

Town Clerk Salary	25,324.62
Deputy Town Clerk Salary	13,645.57
Supervisors of the Checklist	3,117.00
Ballot Clerks	533.52
Telephone/Communications	1,028.94
Public Information	298.74
Dues	40.00
Supplies	513.09
Ballots & Checklists	1,298.28

Election, Reg. & Vital Stat., continued:

Office Supplies	837.33	
Postage	1,206.23	
Repairs & Service Contracts	3,690.65	
Law Books/Reference Material	466.25	
New Equipment	59.98	
Professional Development	1,265.00	
Mileage	128.41	
<hr/>		
Total Election, Reg. & Vital Stats.		53,453.61

Financial Administration:

Bank Fees	2,556.35	
Financial Personnel	61,645.43	
Tax Collector Salary	18,856.55	
Treasurer Salary	7,605.09	
Trustee of Trust Funds	741.84	
Overtime	3,325.90	
Audit	11,290.00	
Transfers/Deeds	2,006.29	
Telephone/Communications	1,174.52	
Dues	45.00	
Printed Forms	842.16	
Office Supplies	1,206.77	
Postage	3,756.29	
Repairs & Service Contracts	5,744.28	
Law Books & References	63.00	
New Equipment	1.48	
Professional Development	1,372.00	
Mileage	380.16	
Budget Committee	1,663.29	
<hr/>		
Total Financial Administration		124,276.40

Revaluation:

Reappraisal of Property	25,000.00
Tax Mapping	10,000.00
Telephone/Communications	.26
Public Information	66.00
Dues	175.00
Office Supplies	500.40
Postage	346.43
Repairs & Service Contracts	2,600.00
Miscellaneous	153.36

Revaluation, continued:

Professional Development	392.49	
Mileage	159.12	
Total Revaluation		39,393.06

Legal Expense:

32,168.68

Personnel Administration:

Health Insurance	202,130.04	
Delta Dental	8,511.87	
Life/Disability Insurance	9,375.31	
Employer Paid FICA	61,328.45	
Employer Paid Medicare	17,884.45	
Employer Paid Retirement	53,355.06	
Unemployment Compensation Insurance	182.34	
Workers' Compensation Insurance	24,618.15	
Section 125 Administration	1,018.28	
Drug & Alcohol Testing	540.50	
Separation Liability	7,000.00	
Total Personnel Administration		385,944.45

Planning Board:

Planning Board Personnel	28,590.91	
Printing	366.00	
Telephone/Communications	555.13	
Meeting/Hearing Records	1,335.43	
Internet	1,163.28	
Public Information	880.08	
Office Supplies	216.38	
Postage	950.73	
Repairs & Service Contracts	437.75	
Law Books/References	165.00	
Miscellaneous	83.02	
Professional Development	238.00	
Filing Mylars	260.74	
Mileage	173.88	
Total Planning Board		35,416.33

Zoning Board of Adjustment:

Meeting/Hearing Records	196.77
Office Supplies	71.34
Postage	258.26
Books/Materials	56.00

Zoning Board of Adjustment, continued:

Mileage	58.68	
Total Zoning Board of Adjustment		641.05

General Gov't Buildings & Grounds:

Personnel--Buildings	15,826.36	
Personnel--Grounds	47,716.12	
New Hires/Physicals	40.00	
Overtime	1,033.27	
Telephone/Communications	115.50	
Internet	1,163.28	
Utilities-Electric	21,633.50	
Heating Oil	20,329.21	
Water/Sewer Usage	1,774.47	
Heating Gas	2,439.57	
Community Building Maintenance	415.47	
DPW Facility Maintenance	8,665.81	
Whitney Hall Maintenance	7,381.35	
Police Facility	1,174.83	
DPW Garages	175.42	
Union Street Fire Station Maintenance	778.70	
Enfield Center Fire Station Maintenance	154.03	
Huse Park Maintenance	1,110.36	
Shakoma Beach	563.49	
Reservoirs & Dams	400.00	
Shaker Recreation Park	365.15	
Depot Street Ambulance Building	266.93	
Equipment Rental	170.00	
Groundskeeping Supplies	3,114.78	
Gasoline	1,011.40	
Diesel Fuel	367.75	
Grounds Equipment Repairs/Maintenance	1,264.89	
Uniforms & Safety Gear	1,193.45	
Chemical Toilet Rental	3,245.00	
Whitney Hall—Special Projects	1,636.64	
Union St. Fire Station—Special Projects	2,362.00	
Center Fire Station—Special Projects	9,000.00	
New & Replacement Equipment-Grounds	8,773.09	
Professional Development	146.99	
Mileage	32.04	
Total General Gov't Bldgs & Grounds		165,840.85

Cemeteries:

Public Information	149.70	
Dues	10.00	
Supplies	704.36	
Office Supplies	245.06	
Miscellaneous	408.85	
Special Projects	3,175.00	
Professional Development	75.00	
Mileage	160.68	
Total Cemeteries		4,928.65

Property-Liability Insurance:

45,075.15

Regional Associations:

Advance Transit	5,250.00	
Community Action Program	2,900.00	
Headrest	7,000.00	
Visiting Nurse Alliance of VT & NH	16,850.00	
Senior Citizens Council	4,750.00	
UVLS Regional Planning Commission	4,433.00	
WISE	2,300.00	
Museum at Lower Shaker Village	10,000.00	
ACORN	2,000.00	
West Central Services	1,000.00	
Total Regional Associations		56,483.00

Hydrant Maintenance:

18,000.00

Public Safety**Police Department:**

Personnel: Full-time	318,951.34	
Personnel: Part-time	42,800.48	
New Hire/Physicals	2,134.88	
Training	5,351.59	
Contracted Services	20,253.00	
Overtime	28,058.76	
Telephone/Communications	10,290.20	
Internet	3,600.95	
Public Information	35.00	
Dues	800.00	
Supplies	6,140.77	
Office Supplies	2,157.11	

Police Department, continued:

Postage	735.05
Repairs & Service Contracts	14,729.08
Gasoline	8,271.62
Diesel Fuel	128.27
Vehicle Repairs/Maintenance	12,700.88
Books/Periodicals	480.95
Uniforms	12,721.58
Investigative Funds	1,355.43
DARE	985.00
New Equipment	1,116.93
Professional Development	2,256.20
Cadet Program	1,718.50
Mileage	262.80

Total Police Department	498,036.37
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Police Reimbursable Projects:

10,941.40

Ambulance:

Ambulance Personnel	8,821.06
Telephone/Communications	774.97
Supplies	2,324.09
Oxygen	829.98
Office Supplies	206.18
Repairs & Service Contracts	3,506.90
Gasoline	32.12
Diesel Fuel	251.05
Vehicle Repairs/Maintenance	670.65
Miscellaneous	229.50
New Equipment	2,222.95
Continuing Education	1,717.35
Mutual Aid Ambulance Services	6,384.00

Total Ambulance	27,970.80
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Fire Department:

Fire Wards' Salaries	387.07
Firefighters Services	40,828.08
New Hire/Physicals/Medical	495.65
Training	549.00
Snow Removal From Hydrants	600.00
Telephone/Communications	2,494.41
Dues	640.00

Fire Department, continued:

Supplies	1,428.57	
Office Supplies	775.59	
Repairs & Service Contracts	3,165.44	
Gasoline	817.96	
Diesel Fuel	633.14	
Vehicle Repairs/Maintenance	8,960.15	
Clothing	6,179.75	
New Equipment	13,319.10	
Mileage	525.65	
Total Fire Department		81,799.56

Building Inspection:

Building Inspection Personnel	36,697.60	
Fire Inspection	1,328.16	
Overtime	199.92	
Telephone/Communications	591.95	
Internet	1,163.28	
Public Information	143.44	
Dues	314.00	
Supplies	224.10	
Office Supplies	240.40	
Postage	68.09	
Repairs & Service Contracts	437.75	
Law Books/References	197.25	
Miscellaneous	11.43	
New Equipment	369.53	
Professional Development	647.12	
Mileage	1,863.94	
Total Building Inspection		44,497.96

Emergency Management:

Emergency Management Supplies	240.88	
HazMat Team Fee	19.71	
Mileage	54.00	
Total Emergency Management		314.59

Dispatch Services:

38,713.00

Highways & Streets

Highway Department:

Highway Personnel	277,940.90
Contracted Services	400.00
Overtime	43,338.04
Survey & Engineering	1,515.00
Telephone/Communications	3,198.07
Weather Forecasting	1,116.00
Internet	1,163.28
Public Information	838.26
Dues	28.75
General Supplies	12,637.36
Winter Salt and Chemicals	51,849.79
Aggregate & Fill Materials	28,743.13
Pavement Maintenance	107,483.45
Signs & Markings	12,202.66
Guard Rails Maintenance	77.85
Drainage Maintenance	9,676.72
Gravel Road Surface Treatment	14,852.64
Office Supplies	885.54
Winter Sand	30,000.00
Postage	35.88
Repairs & Service Contracts	313.50
Vegetation Management	3,960.00
Equipment Rental	2,830.00
Field Supplies	171.21
Gasoline	288.42
Diesel Fuels	26,135.07
Vehicle/Equip. Repairs/Maintenance	55,700.45
Uniforms & Safety Gear	5,707.41
Public Works Health & Safety	271.80
New & Replacement Equipment	4,321.49
Professional Development	889.02
Mileage	127.14

Total Highway Department

698,698.83

Street Lighting:

20,939.34

Sanitation

Solid Waste Collection:

Solid Waste Personnel	26,160.08	
New Hire Physical/Medical	20.00	
Solid Waste Overtime	6,385.27	
Telephone/Communications	1,017.47	
Internet	1,163.28	
Site Maintenance	212.46	
MSW Contracts	75,189.25	
Recycling Contracts	3,850.74	
Public Information	403.10	
Supplies	760.82	
Equipment Rental	225.00	
Equipment Repairs/Maintenance	769.69	
Uniforms & Safety Gear	633.49	
Special Projects	979.85	
Professional Development	502.00	
Mileage	164.52	
Total Solid Waste Collection		118,437.02

Solid Waste Disposal:

Landfill Costs	126,799.50	
Recycling Processing	11,410.28	
Household Hazardous Waste	5,153.94	
Automotive Waste Disposal	7.16	
Total Solid Waste Disposal		143,370.88

Health

Health Department:

Dues	10.00	
Office Supplies	14.44	
Postage	9.55	
Professional Development	168.12	
Mileage	283.32	
Total Health Department		485.43

Animal Control Expense:

179.96

Welfare

Welfare Administration:

Welfare Personnel	6,995.07
Telephone/Communications	234.59
Office Supplies	318.71
Postage	31.60
New Equipment	219.98
Professional Development	159.50
Mileage	296.28

Total Welfare Administration	8,255.73
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Welfare Direct Assistance:

Rent	8,994.15
Food/Household	260.69
Transportation	69.00
Rx & Medical	1,043.72
Utilities – Electric	573.37
Miscellaneous	1,386.00

Total Welfare Direct Assistance	12,326.93
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Culture and Recreation

Parks & Recreation:

Recreation Personnel	19,107.53
Telephone/Communications	317.33
Supplies	214.15
Miscellaneous	92.67
New Equipment	1,245.65
Summer Program	1,542.17
Halloween	73.04
Easter Egg Hunt	301.71
Mileage	103.32

Total Parks & Recreation	22,997.57
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Library:

Library Personnel	68,528.68
New Hire Physical/Medical	114.00
Telephone/Communications	1,627.27
Internet	688.80
Dues	105.00
Office Supplies	2,975.24

Library, continued:

Postage	874.41	
Repairs & Service Contracts	1,639.75	
Books	33,672.68	
Miscellaneous	773.14	
New Equipment	1.00	
Professional Development	170.00	
Special Projects	1,983.99	
Mileage	155.16	
Total Library		113,309.12

Patriotic Purposes:

1,117.59

Historical Records:

Clerk	500.00	
Dues	30.00	
Office Supplies	44.54	
Shipping	1.11	
Books	57.00	
Miscellaneous	1,500.00	
New Equipment	172.00	
Total Historical Records		2,304.65

Conservation**Conservation Commission:**

Meeting/Hearing Records	626.86	
Dues	225.00	
Supplies	103.86	
Office Supplies	40.14	
Postage	217.93	
Professional Development	90.00	
Conservation Fund	5,591.17	
Mileage	5.04	
Total Conservation Commission		6,900.00

Debt Service**Debt Service:**

Principal Expense	189,425.52	
Interest--Long-term Bonds & Notes	55,727.24	
Total Debt Service		245,152.76

Capital Outlay

Land and Improvements:

Community Building Property	22,999.17	
Veterans Memorial Park	<u>10,000.00</u>	
		32,999.17

Machinery, Vehicles & Equipment:

Cruiser	24,500.99	
DPW Vehicles	162,461.39	
Fire Department Pickup	<u>30,990.88</u>	
Total Machinery, Vehicles & Equipment		217,953.26

Buildings: Town Office Conceptual Plans 15,000.00

Improvements-Other: Library Automation 2,550.00

Operating Transfers Out

Payments to Capital Reserve:

Land Acquisition	20,000.00	
Whitney Hall Renovation	15,000.00	
Municipal Building	10,000.00	
Technology Services	35,000.00	
Downtown Revitalization	10,000.00	
Ambulance	10,000.00	
Fire Vehicle/Equipment	10,000.00	
Revaluation	16,000.00	
Police Equipment	10,000.00	
Public Works Vehicle/Equipment	<u>50,000.00</u>	
Total Payments to Capital Reserve		186,000.00

Miscellaneous

Transfers to Trust & Agency Funds: 2,700.0

Unclassified:

Technology Expense from CRF	22,218.05	
DEA Expenses (DEA Funds 1999)	283.62	
Downtown Revitalization from CRF	1,083.26	
Refunds/Overlay	<u>39,330.76</u>	
Total Unclassified		62,915.69

Payments to Other Governments:

State of New Hampshire	9,579.50	
Grafton County	488,928.00	
Eastman Village District	10,142.00	
School District	3,733,180.28	
Federal Government	341.12	
Total Payments to Other Governments		4,242,170.90
Total General Fund (01)		\$7,959,788.98

Water Fund (02)**General Government Buildings:**

May St. Special Project	137.50
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Water Administration:

Salaries and Wages	44,413.90
Overtime	2,144.15
Insurance - Health	14,581.39
Insurance - Dental	326.52
Insurance - Life/STD	412.85
Employer Paid FICA	2,353.18
Employer Paid Medicare	550.30
Retirement	537.05
Insurance - Unemployment	8.00
Insurance - Workers' Compensation	1,643.42
Section 125 Administration	138.35
Auditing Services	300.00
Telephone/Communications	799.20
Telemetry/SCADA	1,381.33
Digsafe	66.00
Bookkeeping Services	1,163.00
Internet	1,163.28
Electrical Utilities	7,942.95
Heating Gas	484.20
Building Maintenance	4.93
Taxes	1,353.90
Insurance - Property/Liability	875.00
Public Information	106.40
Supplies	1,986.21
Water Quality Monitoring	2,342.00
Meters & Backflow Prevention	5,112.29
Distribution System Maintenance	14,235.67

Water Administration, continued:

Production & Storage Maintenance	1,716.75	
Hydrant Maintenance	1,085.99	
Office Supplies	494.43	
Postage	454.80	
Admin. Repairs & Service Contracts	527.60	
Gasoline	744.88	
Vehicle & Equipment Repairs/Maint.	670.54	
Uniforms & Safety Gear	887.88	
Special Projects	19.15	
New & Replacement Equipment	2,009.46	
Professional Development	1,467.50	
Mileage	755.86	
	<hr/>	
Total Water Administration		117,260.31

Debt Service**Debt Service:**

Principal Expense	15,765.44	
Interest--Long-term Bonds & Notes	8,915.00	
Loan Fees	2,994.84	
	<hr/>	
Total Debt Service		27,675.28

Capital Outlay**Machinery, Vehicles & Equipment:**

Alarm-Monitor-Ctrl System Upgrade	8,599.17
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Miscellaneous**Unclassified:**

Force Acct Main & Shaker Hill Bridges	14,157.26
Total Water Fund (02)	<hr/> \$167,829.52

Sewer Fund (03)**General Government Buildings:**

May St. Special Project	137.50
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Sewage Collection & Disposal:

Salaries and Wages	28,043.70
Overtime	699.54

Sewage Collection & Disposal, continued:

Insurance – Health	10,564.52	
Insurance – Dental	223.44	
Insurance - Life/STD	283.56	
Employer Paid FICA	1,646.11	
Employer Paid Medicare	384.94	
Retirement	410.99	
Insurance – Unemployment	6.00	
Insurance - Workers' Compensation	812.42	
Section 125 Administration	93.37	
Auditing Services	300.00	
Survey & Engineering	10,000.00	
Telephone/Communications	718.83	
Telemetry/SCADA	2,108.73	
Digsafe	66.00	
Bookkeeping Services	1,163.00	
Sewer Rate Options Study	351.00	
Internet	1,163.28	
Electrical Utilities	6,801.89	
Heating Gas	142.14	
Insurance - Property/Liability	1,300.00	
Supplies	808.09	
Odor Control	2,224.00	
Water Meters	655.60	
Collection System Maintenance	11,446.16	
Pump Station Maintenance	2,539.29	
Wastewater Treatment	89,964.05	
Office Supplies	471.33	
Postage	473.09	
Admin. Repairs & Service Contracts	527.60	
Gasoline	744.88	
Diesel Fuel	16.34	
Vehicle & Equipment Maintenance	504.93	
Uniforms & Safety Gear	798.92	
Special Projects	16.00	
Photogrammetric Mapping	4,250.00	
New & Replacement Equipment	2,655.45	
Professional Development	654.50	
Mileage	56.88	
Total Sewage Collection and Disposal		186,090.57

Capital Outlay

Machinery, Vehicles & Equipment:

Alarm-Monitor-Ctrl System Upgrade	7,833.18
Total Sewer Fund (03)	\$194,061.25

Grant Fund (04)

Police Department:

COPS MORE01	5,789.00	
Bulletproof Vest Partnership	1,612.50	
Domestic Preparedness Equipment	4,940.00	
Total Police Department		12,341.50

Fire Department:

Jaws of Life – Emergency Grant	4,500.00	
Domestic Preparedness Equipment	2,914.49	
Total Fire Department		7,414.49

Emergency Management:

Emergency Management Performance	2,000.00
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Highway Department:

Forestry Grant	884.00
Total Grant Fund (04)	\$22,639.99

Capital Projects Fund (05)

Buildings: Bus Stop and Shelter	10,840.85
Total Capital Project Fund (05)	\$10,840.85

Total Payments—All Funds:	\$8,355,160.59
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Enfield Library Trustees

Treasurer's Report

Balance as of December 31, 2002 \$ 6,282.29

Deposits, 2003: 9,602.38
\$15,884.67

Expenditures, 2003

Equipment	\$ 2,134.62	
Library Consultant	1,500.00	
Longevity	1,743.30	
Summer Program	145.35	
Miscellaneous	<u>2.08</u>	
	5,525.35	<u>5,525.35</u>

Balance as of December 31, 2003 **\$10,359.32**

Savings Account and CD's

12/31/02	\$41,565.32
Interest added	701.49
Cert. transferred to checking.....	<u>5,146.75</u>
12/31/03	\$37,120.06

Judith Kmon
Treasurer

Report of Trust & Capital Reserve Funds of the Town of Enfield ~ 2003

		PRINCIPAL					INCOME			GRAND TOTAL	
DATE OF CREATION	NAME OF FUND	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	CASH GAINS OR LOSSES	WITHDRAWALS	BALANCE END OF YEAR	BALANCE BEGINNING OF YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END OF YEAR	PRINCIPAL & INTEREST END OF YEAR
COMMON TRUST FUNDS											
LIBRARY											
1924	Ida A. Cox	10,530.63				10,530.63	391.75	350.47	391.75	350.47	10,881.10
1964	Stella H. Dorothy	1,263.62				1,263.62	47.01	42.05	47.01	42.05	1,305.67
1933	Ella Pattee	51,365.80				51,365.80	1,910.83	1,709.52	1,910.83	1,709.52	53,075.32
1936	Flanders	1,050.95				1,050.95	39.10	34.98	39.10	34.98	1,085.93
1930	Huse	1,050.95				1,050.95	39.10	34.98	39.10	34.98	1,085.93
1963	Gertrude Stewart	1,000.00				1,000.00	37.20	33.28	37.20	33.28	1,033.28
	Total Library	66,261.95				66,261.95	2,464.99	2,205.28	2,464.99	2,205.28	68,467.23
SCHOOL											
1954	Ira Copeland	3,638.74				3,638.74	135.37	121.10	135.36	121.11	3,759.85
1902	Marcia M. Foster	6,120.95				6,120.95	227.70	203.71	227.70	203.71	6,324.66
1984	Memorial Arts Fund	14,335.86	159.04			14,494.90	418.76	477.12	510.22	385.66	14,880.56
1959	Frank N. Hall	13,957.76				13,957.76	519.24	464.53	519.24	464.53	14,427.29
1987	Mont Calm Grange	3,252.26	16.24			3,268.50	102.26	108.24	118.50	92.00	3,360.50
	Total School	41,305.57	175.28			41,480.85	1,403.33	1,374.70	1,511.02	1,267.01	42,747.86
TOWN PURPOSES											
1869	William Gage	4,925.35				4,925.35	183.23	163.92	183.23	163.92	5,089.27
1884	George W. Johnson	300.00				300.00	11.16	9.98	11.16	9.98	309.98
	Total Town Purposes	5,225.35				5,225.35	194.39	173.91	194.39	173.91	5,399.26
OAK GROVE CEMETERY											
1914	Eneline P. Barnes	250.00				250.00	9.30	8.32	9.30	8.32	258.32
1924	Fannie G. Huntoon	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1946	Charles W. Sweney	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1918	Alice P. Webster	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1910	Abram L. Williams	300.00				300.00	11.16	9.98	11.16	9.98	309.98
1985	Lee V. Hardy	1,500.00				1,500.00	55.80	49.92	55.80	49.92	1,549.92
1987	Samuel L. Williams	1,500.00				1,500.00	55.80	49.92	55.80	49.92	1,549.92
1987	Frank B. Williams	1,500.00				1,500.00	55.80	49.92	55.80	49.92	1,549.92
1987	Lovejoy - Parker	1,500.00				1,500.00	55.80	49.92	55.80	49.92	1,549.92
	Total Oak Grove	6,850.00				6,850.00	254.82	227.98	254.82	227.98	7,077.98

		PRINCIPAL						INCOME				GRAND TOTAL
DATE OF CREATION	NAME OF FUND	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	CASH GAINS OR LOSSES	WITHDRAWALS	BALANCE END OF YEAR	BALANCE BEGINNING OF YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END OF YEAR	PRINCIPAL & INTEREST END OF YEAR	
FOLLANSBEE CEMETERY												
1918	Louisa Gove	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
TOWN CEMETERY												
1902	Mary A. Demisson	200.00				200.00	7.44	6.66	7.44	6.66	206.66	
1924	George W. Johnson	1,691.59				1,691.59	62.92	56.30	62.92	56.30	1,747.89	
1939	Ebenzer Little	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1931	Mark A. Purnort	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1983	George Roberts	329.72				329.72	12.27	10.97	12.27	10.97	340.69	
	Total Town	2,421.31				2,421.31	90.07	80.58	90.07	80.58	2,501.89	
LAKEVIEW CEMETERY												
1960	Perley C. & Rose Ward	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1964	G. Ronca & E. Bushee	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1965	Johnson & Cummings	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
	Total Lakeview	300.00				300.00	11.16	9.98	11.16	9.98	309.98	
GEORGE HILL CEMETERY												
1930	Emma Andrews	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1955	Chase & Heath	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1945	Florence Davis	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1915	Jackman	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1939	Louise Sinclair	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1956	Elbridge Truett	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1936	Ella M. Willard	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1965	Frank Russell	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
	Total George Hill	800.00				800.00	29.76	26.63	29.76	26.63	826.63	
LOCKHAVEN CEMETERY												
1902	Mark Burnham	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1944	Frank Follansbee	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1899	Abigail Gage	200.00				200.00	7.44	6.66	7.44	6.66	206.66	
1916	Alice Martin	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1891	Sally Clough	100.00				100.00	3.72	3.33	3.72	3.33	103.33	
1902	Eben Dustin	1,691.59				1,691.59	62.93	56.30	62.93	56.30	1,747.89	
	Total Lockhaven	2,291.59				2,291.59	85.25	76.27	85.25	76.27	2,367.86	

		PRINCIPAL					INCOME			GRAND TOTAL	
DATE OF CREATION	NAME OF FUND	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	CASH GAINS OR LOSSES	WITHDRAWALS	BALANCE END OF YEAR	BALANCE BEGINNING OF YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END OF YEAR	PRINCIPAL & INTEREST END OF YEAR
	PURMORT CEMETERY										
1902	Purmort, Day, Foster	416.00				416.00	15.48	13.85	15.48	13.85	429.85
1922	Emma F. Kidder	100.00				100.00	3.72	3.33	3.72	3.33	103.33
	Total Purmort	516.00				516.00	19.20	17.17	19.20	17.17	533.17
	MONTCALM CEMETERY										
1959	Ernest O. Bailey	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1940	Bartlett Clough	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1954	W. P. Clough	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1943	Harry Davis	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1896	Dorcas Emerson	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1961	Robert Lavin	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1958	Edward & Mary Morse	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1944	Frank Morse	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1945	Walter & B. Morse	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1916	Rebecca Noyes	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1931	G.H. Dolly Sargent	50.00				50.00	1.86	1.66	1.86	1.66	51.66
1930	Frank W. Smith	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1960	Henry Smith	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1957	Alfred Truell	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1977	EH & Elsie Plant	200.00				200.00	7.44	6.66	7.44	6.66	206.66
1922	Emma F. Kidder	100.00				100.00	3.72	3.33	3.72	3.33	103.33
1955	Bucklin	1,691.60				1,691.60	62.93	56.30	62.93	56.30	1,747.90
1901	Joseph F. Perley	1,779.25				1,779.25	66.19	59.22	66.19	59.22	1,838.47
1891	Sally Clough	100.00				100.00	3.72	3.33	3.72	3.33	103.33
	Total Montcalm	5,220.85				5,220.85	194.22	173.76	194.22	173.75	5,394.60
	TOTAL CEMETERIES	18,499.75				18,499.75	688.20	615.70	688.20	615.69	19,115.44
	TOTAL COMMON TRUST FUNDS	131,292.62	175.28	0.00	0.00	131,467.90	4,750.91	4,369.59	4,858.60	4,261.90	135,729.80
	GENERAL FUND TRUST FUNDS										
1997	Cemetery Maintenance	11,350.95	2,758.39			14,109.34	0.00	58.39	58.39	0.00	14,109.34
2003	Veterans Memorial Park	0.00	47,320.43			47,320.43	0.00	56.14	56.14	56.14	5,379.47
	TOTAL GENERAL TRUST FUNDS	11,350.95	50,078.82	0.00	41,997.10	19,432.67	0.00	114.53	58.39	56.14	19,488.81
	TOTAL ALL TRUST FUNDS	142,643.57	50,254.10	0.00	41,997.10	150,900.57	4,750.91	4,484.12	4,916.99	4,318.04	155,218.61

		PRINCIPAL					INCOME			GRAND TOTAL	
DATE OF CREATION	NAME/PURPOSE OF FUND	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	CASH GAINS (LOSSES)	WITHDRAWALS	BALANCE END OF YEAR	BALANCE BEGINNING OF YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END OF YEAR	PRINCIPAL & INTEREST END OF YEAR
CAPITAL RESERVE FUNDS											
1996	Public Works Vehicle & Equipment	116,227.50	50,000.00	-	86,262.77	79,964.73	12,774.32	1,030.56	13,737.23	67.65	80,032.38
1996	Cemetery	8,638.89	-	-	-	8,638.89	81.11	70.35	-	151.46	8,790.35
1984	Town Dump	2,222.64	-	-	-	2,222.64	6,405.45	69.69	-	6,475.14	8,697.78
1967	Municipal Building	62,471.39	10,000.00	-	6,160.14	66,311.25	8,311.58	570.67	8,839.86	42.39	66,353.64
1971	Reappraisal	57,491.38	16,000.00	-	3,108.27	70,383.11	11,377.76	556.54	11,891.73	42.57	70,425.68
1972	Ambulance	42,432.35	10,000.00	-	-	52,432.35	3,033.27	369.78	-	3,403.05	55,835.40
1973	Municipal Water System	54,931.06	0.00	-	0.00	54,931.06	5,917.31	491.55	5,073.00	1,335.86	56,266.92
1975	Whitney Hall	41,359.25	15,000.00	-	-	56,359.25	7,551.90	398.54	-	7,950.44	64,309.69
1981	Fire Vehicles & Equipment	35,255.87	10,000.00	-	-	45,255.87	14,715.30	406.07	-	15,121.37	60,377.24
1995	Recreation Facility	1,374.02	-	-	-	1,374.02	300.65	13.18	-	313.83	1,687.85
1995	Police Equipment	26,873.60	10,000.00	-	5,852.89	31,020.71	3,917.26	248.82	4,147.11	18.97	31,039.68
1997	Water Meter/Backflow Preventer	9,128.97	-	-	-	9,128.97	1,312.45	84.22	-	1,396.67	10,525.64
1997	Municipal Sewer System	57,329.23	-	-	2,752.46	54,576.77	8,096.38	493.98	8,554.54	35.82	54,612.59
1998	Land Acquisition	73,000.00	20,000.00	-	-	93,000.00	3,189.05	620.42	-	3,809.47	96,809.47
1999	Technology Services	55,500.00	35,000.00	-	17,909.37	72,590.63	3,864.39	482.76	4,307.63	39.52	72,630.15
1999	Library Automation	0.00	-	-	-	-	3,756.66	22.07	3,778.73	-	-
2000	Down Town Revitalization	10,000.00	10,000.00	-	0.00	20,000.00	1,656.52	96.33	1,083.00	669.85	20,669.85
TOTAL CAPITAL RESERVE FUNDS		654,236.15	186,000.00	0.00	122,045.90	718,190.25	96,261.36	6,025.53	61,412.83	40,874.06	759,064.31
TOTAL TRUST FUNDS		142,643.57	50,254.10	0.00	41,997.10	150,900.57	4,750.91	4,484.12	4,916.99	4,318.04	155,218.61
TOTAL ALL FUNDS		796,879.72	236,254.10	0.00	164,043.00	869,090.82	101,012.27	10,509.65	66,329.82	45,192.10	914,282.92

Town of Enfield



Narrative Reports

Building Inspector/Health Officer/Fire Inspector

MISSION STATEMENT

To provide the citizens of Enfield, NH with as safe and healthy living environment as possible, by applying the applicable codes and laws adopted by the Town, and the State of NH in a timely and fair manner; to assist other departments and administration with information and knowledge necessary to achieve the common goal of betterment of the Town of Enfield.

2003 has been a very busy year with a total of 174 permits issued. 33 single family permits, 4 multi-family, 7 commercial and business permits, with the remainder ranging from decks, sheds, barns, swimming pools, remodeling, and temporary storage units.

2004 is shaping up to be another busy year with the number of projects being discussed and that are in the planning stage.

The purpose of building and fire codes are to provide minimum standards for the protection of life, limb, health, property, and the environment for safety and welfare of the consumer and general public.

The Town of Enfield has adopted the International Residential Code 2000. This applies to 1 and 2 family residential homes. Codes that apply to commercial, multi-family and business are adopted by the State of New Hampshire and are enforced by the Town of Enfield and various State of New Hampshire departments. These codes include but are not limited to, National Electrical Code, International Plumbing Code, NFPA 1, Life Safety Code 101, and NFPA 54 Fuel Gas Code.

It is the intent of this office that these codes shall be applied to all work that is being performed within the Town of Enfield. It shall be the responsibility of the persons performing the work to know these codes and apply for all permits as needed and follow all sections accordingly. Code books and related material are available for reference at this office or at the town library. Please contact this office with any questions or concerns.

Remember to check your smoke detectors and have a safe and healthy year.

Respectfully submitted,

Phil Neily
Building Inspector/Health Officer/Fire Inspector

Board of Cemetery Trustees

MISSION STATEMENT

The Mission of the Cemetery Trustees is to ensure that ample resources are available to maintain all cemeteries (stones, fences, grounds, stone walls, trees etc) for which the Town of Enfield is responsible, On an ongoing basis; ensure that all cemetery records are accurately and completely maintained in a timely manner, and advocate on behalf of those who can no longer represent themselves.

*The above statement was composed and written by Mary J. Quintana,
ex-trustee of the Enfield Cemetery Trustees acting as a
consultant for the Trustee in the office
For the year 2003*

**Fred Altvater, Chairman
Richard M. Henderson
Paul Putnam**

Enfield Cemetery Trustees

In 2003, the town asked us to defer the repair of grounds and monuments for one year. We feel the Trustees will be able to complete the restoration of all Enfield cemeteries in the coming year.

The year, a major step forward was made with the use of special computer software. Mary Quintana put in hundreds of hours entering and verifying town records with help from Richard Henderson.

The Trustees plan to open Enfield's new Countryside Cemetery on Kluge Road this coming summer. Cemetery planning and construction was started in 1997 with tree removal, installing fencing and roadways.

Respectfully submitted,

Fred Altvater, Chairman

Cemetery Trustees Request for Assistance

To any person or persons who may have a family member or other relative interred in the Montcalm Cemetery, also formerly known as the North End Cemetery Association, we are requesting you help in procuring copies of early documents relating to the sale of lots in this burial site.

In the early part of the 20th century the sale and assignment of grave lots was carried out by the North End Cemetery Association and later by unknown individuals who were somehow authorized to carry out this function.

When the Town of Enfield acquired responsibility for the management of this cemetery the early records were lacking, and because of this the trustees who oversee this facility are having a difficult time in establishing the specific location of burial sites which will be used for future interments.

If anyone has a deed or other type of document which will establish ownership of any lot or burial site for this cemetery it would be greatly appreciated if they would contact the secretary of the Enfield Cemetery Trustees as soon as possible.

Future interments cannot be guaranteed unless a valid title can be shown. This is necessary as there are no known maps, which give details of a specific burial site location for the purpose of burial.

Your regards in this matter will be greatly appreciated.

Please Contact Richard M. Henderson, Secretary
44 Cogswell Way
Enfield, N.H. 03748
PH. (603) 632-7486

Or E-mail sandiasam@valley.net RE: Montcalm Cemetery

Conservation Commission



Smith Falls, Enfield NH

MISSION STATEMENT

**Under RSA 36a, to protect the Natural Resources of Enfield
and preserve them for future generations.**

The Enfield Conservation Commission is in its thirtieth year. Under RSA 36-A, a Conservation Commission is the only local board specifically charged to protect the natural resources of the municipality. Our goal is primarily to work with our neighbors and town boards for the protection and appreciation of our natural resources and environmental assets that are a major part of Enfield's life. In doing so we hope to pass on to future generations an ecological system that protects our watershed, lakes, rivers, streams, agricultural resources and wildlife habitat, all of which we now enjoy.

The Commission has contracted with Watershed to Wildlife, Inc. to begin a Natural Resource Inventory of the town. The Conservation Fund is financing this project. Members have worked with John Severance and Elise Watson of Watershed to Wildlife in the field and have come to realize the abundance of information in our environment is a daunting task to inventory. We expect this will be an ongoing project through the years. We expect to have completed the foundation of the study for public view by October. The

Commission would like to thank the landowners who assisted us with information and guidance. The inventory will be a useful tool for future planning and development of Enfield, including not only land use practices but working with the Upper Valley Land Trust and other organizations to possibly purchase easements and/or property protecting important areas essential to the environmental life of Enfield. This can be a benefit to property owners and demonstrate the positive economics of Open Space.

This year the Commission opened Suki's Marsh trail, which can be accessed along Shaker Hill Rd. The diversity of this area offers a wide range of different habitats that are easily accessible to the public. This coming year we will be marking areas on the trail with specific information.

The Commission's Alan Strickland assisted the Enfield Village Association (EVA) by building a trail along Enfield's downtown historic mill area along the Mascoma River. This is the beginning of a larger project promising to be another asset to the downtown area and its economic base.

The Commission began working on establishing a working Town Forest to provide not only protection for a sensitive wildlife area but also an educational example for other landowners. The focus is currently by the Bicknell Brook trail area.

The Commission reviewed several wetland applications this year. It has received numerous copies of Intent To Cut notices and has also recognized the need for information for landowners in regards to land use practices required by the town and state. Often we see clear cutting and/or alteration of terrain without the necessary permits. A rack has been set up in town hall with fact sheets regarding some of this needed information. The Commission is pleased with the amount of people taking the information.

Numerous calls were received regarding environmental violations, particularly in regards to the Shoreline Protection Act. We have provided complaint forms in the information rack for those interested in filing complaints with the appropriate authorities. Complaints can be made to the Department of Environmental Services and can be done anonymously, if requested.

Lastly, the Commission is indebted to the Board of Selectman and their staff for taking the time to recognize the role of the Commission and the need for coordinating with other town boards and departments to allow for the protection of town resources. We are looking forward to this coming year so we can work to establish with the selectmen a cohesive approach, thus benefiting the people of Enfield.

Respectfully submitted,

Cecilia Aufiero
Chairman

F.A.S.T. Squad

<h2>MISSION STATEMENT</h2>

**The Mission of the Enfield FAST Squad is to establish,
Train, and maintain a volunteer life saving squad
That will serve the citizens of Enfield and to sponsor and promote
public programs of First Aid,
CPR, and disease/accident prevention.**

The Enfield FAST Squad had another very busy year. We should finish the year with just about 200 calls for the year, give or take a few. For a volunteer squad, this amounts to quite a bit of work for members.

On March 31, 2003, two of the squad's founding members retired as EMTs. Barbara Dow has now moved on to other adventures. We wish her well and appreciate the countless hours and tremendous hard work she put in over the course of many years. She will be greatly missed. Charles Harrington, though retired as an EMT, has remained with us to assist with maintenance, communications, and whatever else gets thrown at him. He remains a very valuable asset to us, and we appreciate his hard work and dedication.

We have made many equipment upgrades over the past year. In addition to the response coats that we have, we have been able to provide every member with a waterproof jumpsuit, as well as reflective vests. The jumpsuits will serve to better protect members clothing. We have also started an aggressive pager replacement program. The pagers that we currently have are 15-20 years old. Replacing them will help with radio reception, as well as upgrading old equipment, which will reduce maintenance costs on older units. We have replaced our old portable suction as well. The new unit is much more modern, and replaces a piece of equipment that suddenly broke one day. Also thanks to some help from John Pellerin, Enfield's Deputy Emergency Management Director, we are working towards getting some grants to get more equipment. Through one grant, we have been able to provide all of our members with new rechargeable flashlights that they can always carry with them. This will be a great tool for nighttime incidents, as well as for safety on the scene. All members have chargers so they can keep them in their vehicles for use at any time. We greatly appreciate all the efforts being put forth by John for the better good of the Town of Enfield.

We have done many training sessions for the community throughout the year. These courses included first aid and CPR classes, and included attendees from the Town of Enfield, the Boy Scouts, and also from daycares, etc. The Enfield FAST Squad is lucky to have trainers on board our organization that can do these training sessions for the community. If you are interested in setting up a class, please feel free to call our business line at 632-5200.

Three of our members are also upgrading their level of training. Mike Mehegan has already passed, and is not certified, as an EMT-Intermediate. Dan Boynton and Brett Mooney are currently enrolled in the class and will be testing after the first of the year. Mike will also be taking over as our Training Officer at the first of the year. John Largent will be retiring as the training officer, but will be remaining as a member on the squad.

Answering calls and all the community service would not be possible without the dedicated personnel that we have on board. Their names are listed at the conclusion of this report. However, we are always looking for a few more people. Currently, our daytime coverage is kind of short. Lebanon Fire Department Ambulance is providing coverage during the weekdays when we are short-handed. We would like to thank them as well. Hopefully, we will be able to gain some more members over the next year and increase our daytime coverage. If you are interested, please leave your name and number on our business line. Someone will call you back and let you know details on how to make it happen.

On behalf of the Enfield FAST Squad, I would like to say that it is an honor to serve the citizens of the Town of Enfield. Thank you for your continued support and we look forward to serving you in the coming year.

Respectfully submitted,

B. Fred Cummings
President
Enfield FAST Squad

Current Enfield F.A.S.T. Squad Membersp

B. Fred Cummings, President
Aura-Lee Nicodemus, Vice President
Charles Harrington, Treasurer
Amy Howe, Secretary
John Largent, Training Officer

Roger Dauphinais
John Markowitz
Jeff Densmore
Mike Mehegan
Erin Hammond
Sue Prentiss
Dan Boynton
Dennis Clark
Suzette Westover
Brett Mooney

Fire Department

MISSION STATEMENT

The Enfield Fire Department endeavors to provide safe, effective and efficient fire protection services to the residents of Enfield and to provide comprehensive education to reduce the causes of fire.

The Fire Department was very busy this year. Starting with a major structure fire at a large apartment building on US Route 4. The fire apparently had an early start prior to the department being dispatched to the scene. The firefighters worked very hard to save the structure. The freezing weather made their efforts very difficult.

We have been awarded several grants this year amounting to \$88,000.00. These grants have made it possible for us to purchase new and updated equipment. We have purchased a new Jaws power unit, combination tool and ram, which are used for auto extrication. Hazmat equipment has also been purchased, which includes a decontamination shower, salvage tarps and salvage drums for contaminated soil. Other items to be purchased from grants are new S.C.B.A. (self contained breathing apparatus), and a thermal imaging camera.

The Fire Department currently has 43 members between the Union Street and Enfield Center stations. Members of the department have recently completed certification classes and emergency medical training.

In May, we took delivery of our new Ford F-250, ¾ ton, 4x4, 4-door pickup. The Fire Department would like to thank the voters for their support on this purchase. It is an asset to the department and to the Town of Enfield.

October is Fire Prevention Week. Some of the members, along with Assistant Chief Taylor, participated in this program for the students at the Enfield Village School. The students enjoyed the program that the firefighters presented to them. We feel this is a great program for the children, which helps them understand fire safety and fire prevention at an early age.

Career Day was also a success for the firefighters. Indian River eighth grade students were able to see what it was like to be a firefighter for a day. Activities included safety, tools and equipment and basic knowledge of firefighting.

We would like to thank everyone for their continued support of the Enfield Fire Department.

Respectfully submitted,

David J. Crate, Sr.
Fire Chief

Fire Department Call Record
January 1, 2003 to December 31, 2003

Classification of Call:	Number of Calls
Alarm Activations	9
CO Detector Activation	6
Electrical	1
Gas-Smoke-Odor Investigation	11
Hazardous Materials	3
Illegal Burn	1
Medical Assists	4
Mutual Aid ~ Canaan	14
Mutual Aid ~ Lebanon	2
Mutual Aid ~ Springfield	2
Mutual Aid ~ Grafton	1
Motor Vehicle Fires	9
Motor Vehicle Accidents	27
Public Assists	9
Search-Rescue-Recovery	2
Wires Down	10
Structure Fires	2
Chimney Fires	6
Miscellaneous	3
Total Calls	122

Enfield Public Library

The year 2003 was a time of transition and forward planning for the Library. As future requirements and technologies were evaluated projects started from previous activities were completed or are well under way.

An automated catalog and circulation system was implemented with the installation of new computers at strategic locations within the Library. This program will allow electronic access to the card catalog and speed the circulation of material. To prepare for this event, it was necessary to apply bar code labels to each of the books in the collection. This has been a daunting task and many thanks go to all those who have been working diligently toward accomplishing this goal. It is expected that all the books will be coded in the next few months.

Two additional computers were added to the system to be used by patrons. These are intended for research related projects and Internet access. To enhance this service a high-speed line was incorporated during the year to accommodate the substantially increased use of electronic information gathering. Additionally, the local newspaper from 1966 through 1979 was purchased on microfilm providing quick reference to this data.

Several administrative changes occurred during the year. Greta Crilley, an active and valued trustee for many years, resigned her position to relocate out of state. Greta devoted many hours to the annual book sales, assisting with school children, and representing the Library in many forums. Her knowledge, skills and devotion to supporting the Library will be missed.

As a part of a realignment of staff needs the position of assistant librarian was reinstated to accommodate increased activity and address the introduction of new computer technology. We are pleased to welcome Cindy Knox who brings prior library experience and a strong understanding of computers to this position.

As always, the Library administration thanks all those who gave generously to support the library and its programs.

Marjorie A. Carr
Library Director

Planning Board



Left to Right: Kelley Wescott, Suzanne S. Laliberte, Tim Taylor, Craig Daniels, Ilene Reed, Paula Rowe (Not Present: Leafie Cantlin, Barbara Moyer, Terry Terry, Kurt Gotthardt)

MISSION STATEMENT

The mission of the Planning and Zoning Department is to provide excellent customer service, ensure compliance with Planning and Zoning regulations, and ordinances, to assist the respective boards with administration and information and to complete other projects as assigned.

The Planning Board was very busy in 2003 holding twenty-two meetings, hearings or site visits. The Board reviewed one Major Subdivision at seven different meetings before approving 64 lots off Maple Street. The Board also reviewed eight Minor Subdivisions, ten Site Plans, five Boundary Line Adjustments, four Voluntary Mergers, one Home Occupation, twelve Intents-to-Cut, five State Wetland Permits and discussed fifteen Conceptual plans. Fifteen Driveways Permits were granted.

The Board worked with the Public Works Director on updating the Enfield Driveway Regulations. The revisions include standards and design specifications and follow the State of New Hampshire Laws governing accesses. Also included was a new Driveway Permit Application Form.

There are several amendments to the Zoning Ordinance and the Town Building Code being considered by the Enfield Planning Board for the 2004 Town Meeting: The first is to include road area as unbuildable area in our Cluster Subdivision section. The second amendment will include aircraft landing strips in our Zoning Ordinance. Under current New Hampshire Case Law if aircraft landing strips are not specifically forbidden they are considered permitted. This amendment will allow landing strips in the R5, C and C/I Districts and not in the CB, R1 and R3 Districts. The third amends the Town Building Code to require

Building Permits for all structures 32 square feet and larger. Currently the Building Code exempts all structures 200 Square feet and smaller but this created two problems. People were not aware of setback requirements and the Assessing Office was missing taxable property. The forth will allow accessory apartments in the R1 and R3 Districts. The fifth adds a snow load requirement for temporary structures and eliminates the 180-day time limit on those structures. The last amendment came in by petition and it is to include the Village Plan Alternative Subdivision provisions outlined in New Hampshire RSA 674:21, VI.

The Planning Board met with the Upper Valley Lake Sunapee Regional Planning Commission to outline the procedure for revising the Town Master Plan. In late winter of 2004 the Town will begin the process by holding public meetings to outline issues the people want to deal with in the Master Plan. From those meetings a Community Attitudes Survey will be developed and distributed to Enfield Residents. That information will be the groundwork for the individual chapter revisions.

In personnel matters, the Board welcomed Kelley Wescott as an Alternate and Leafie Cantlin and Suzanne Laliberte were both reappointed to the Board.

The Planning Board meets on the second and the fourth Wednesdays of the month. The Planning/Zoning Administrator has office hours Tuesdays 9-3, Fridays 10-2 and other times by appointment.

Respectfully submitted,

James L. Taylor
Planning/Zoning Administrator

Police Department



Clockwise around table, from the left: Sergeant Kenneth F. May, Jr.; Captain Richard A. Crate, Jr.; Paula Rowe, Police Chief Peter H. Giese; Lieutenant Scott Thompson; Officer Michael Lecuyer; Officer Amy Howe; Officer Keith Bergeron; Candace Kennedy
(Not Present: Patrolman Roy Holland, Jr.)

MISSION STATEMENT

It is the mission of the Enfield Police Department to fairly enforce the law in an impartial and sensitive manner; to secure a safe and healthy environment for the community; and to provide competent, professional and dedicated police service, which places emphasis on protecting the fundamental Constitutional rights and privileges of all people.

We wish to use this opportunity to express our sincere appreciation to the volunteer groups who have devoted so much time and energy to our department. The Enfield Rangers have been a tremendous asset to the department and the community.

Tasks handled by the Rangers during the past year have included traffic control duties, E911 compliance, and a host of other important assignments. Membership consists of Bill Martin, Don & Leafie Cantlin, Jon & Madeline Cattabriga, Henry Cross, Evelyn Palmer, Judy & Terry Finsterbusch, Fred Paradis, Earl Brady, Howard Adams, and Terry Chase.

The Enfield Police Cadets, chartered under the Boy Scouts of America, have a very special place in our department. Not only does this program serve as a path to a career in law enforcement, it provides a very useful community service. The Cadet Program is headed by Officer Keith Bergeron, with membership composed of Candace Kennedy, Brian Collins, Jeremy Whitcomb, Seth Birch, John Hays, Greg Webley and Travis Carley.

Both groups augment our ranks and provide a tremendous service to our community.

The Drug Abuse Resistance Education program has returned from rehab with a new and dynamic program. The new program, headed by Officer Keith Bergeron, has been tailored to meet the changing illegal drug scene. As previously reported we are witnessing an alarming trend towards illegal drug experimentation at a younger age. While recent national studies have depicted a decline in substance abuse by children, we have not noted such a decline in our area.

Drug abuse, especially heroin, continues to be a grave concern and we suspect that things will get worse before they get better. While there are no simple answers to this problem, we are trying our very best to rid our community of this scourge. We believe that the first step to a solution is an informed public. We respectfully request your support in combating this problem.

Because of our long hiring and training process, we are still not up to strength in our patrol operations. As our new officers complete training programs and become more proficient, we will be able to adequately staff for traffic patrols. This void in our coverage could be the reason motor vehicle collisions increased 100% over the past year. The later coupled with the fact that speeding vehicles remain our number one citizen complaint demands that we provide greater attention to traffic enforcement. To compound matters, the drunk driver problem just does not go away. For the second year running, we have posted a substantial increase in DWI arrests.

Despite our concerns our community is still a safe place and we enjoy the pleasure of serving.

Police Activity Report

	2003	2002	2001	2000	1999
Service Calls	5,144	4,906	5,647	---	6,870
Motor Vehicle					
Accidents	161	104	128	116	113
Fatal	0	0	0	1	0
With Injuries	33	21	24	21	20
Criminal Offenses	186	250	179	176	141
Assaults	39	63	51	35	27
Burglary	9	33	8	6	4
Theft	27	43	31	46	56
Sexual Assaults	8	0	2	5	0
Auto Thefts	5	3	3	1	2
DWI	62	37	25	21	23
Homicides	0	0	1	0	0
Drugs	61	81	58	62	29
Court Actions	365	295	174	178	299
Criminal Arrests	285	197	147	151	135
MV Summons	80	98	220	299	164
MV Warnings	1,274	722	1,126	1,373	881

Respectfully submitted

Peter H. Giese
Chief of Police

Public Works Department



Left to right, Back Row: Scott Johnston, Mike Sousa, Alfred Grace, Don Lashua, Roger LaBonte, Bill Spaulding, Paul Putnam, Ken Daniels.
Front Row: Doug King, Ed Tourville, Jeff Boivin, Bruce Prior, Andy MacDonald

MISSION STATEMENT

To provide the highest quality service to the residents by maintaining a user safe, equitable, and environmentally-sound infrastructure.

The past year presented itself with an aggressive work schedule for the entire Department. We all did our best to maintain and provide service to the residents of the Town and would like to extend thanks to those who helped us out through cooperative efforts.

The Highway Department completed an outstanding number of projects that were planned for the past year, plus numerous unexpected projects associated with the bridge project on Main Street. Prior to the reclaiming and paving of certain areas the department did a number of drainage upgrades on George Hill Road and other problematic drainage areas throughout the Town. The remaining sidewalk around Whitney Hall was installed, which required the moving of the flagpole and the installation of curbing. Pavement maintenance

was performed on the following roads: George Hill, Lockeaven, Bog and Livingstone Lodge Roads, Oak Grove Street and Shaker Boulevard. Baltic and Pillsbury Streets and a portion of Shedd Street were also done as part of the New Hampshire Department of Transportation Bridge projects. Striping was scheduled on a number of roads but the onset of winter caused us to postpone the striping until spring. Due to a significant amount of rainfall that occurred after the ground froze, drainage problems occurred throughout the Town on both public roads and private property. Although the crew did complete an extensive amount of ditch and drainage upgrades it is always up to Mother Nature to dictate how we approach problems of this magnitude during the onset of the winter months.

The Water and Sewer Division dealt with a number of issues within the service area both related and unrelated to the bridge projects. On the water-side, we had to replace the service line on Depot Street and deal with numerous planned service improvements and unplanned breaks within the limit of the bridge work. We performed two service repairs to get users off freeze prevention and three emergency service repairs.

On the sewer-side, we have started and will continue an aggressive line-jetting program to assist in the odor control of our pump stations. Doing these tasks has allowed us to do visual checks for potential infiltration problems and arrange for improvements. Furthermore, while performing some everyday maintenance we discovered two illicit discharges that we corrected to eliminate the discharge of ground water into the system. Plans are in the process for conducting a survey of all users, regarding the scope of their connections.

The Transfer Station has made changes in the operations. The station is now under the supervision of new staff that has made great strides in making the Transfer Station more presentable. It is important for the Transfer Station to be a welcoming site to the users because it reflects the attitude of how the Department operates as a whole. People do not always need to interact with the rest of the divisions in the Department, so we feel it is important that the Transfer Station makes a good impression. We also hosted the household hazardous waste collection this year. Northeast Waste purchased our service provider; All Waste and we are gearing up for completion of the contract in 2004, at which time we will be looking into alternatives for this service.

We organized the connection of the Community Building to the Town's water and sewer systems. And closed drainage was installed in Huse Park in preparation for the construction of the parking lot and the relocation of the pavilion.

The employees in the Public Work Department enjoy their work and are happy to serve the community. Should you have any questions, concerns or comments about the operations or what is being planned for the upcoming seasons, please do not hesitate to contact us.

Respectfully submitted,

Ken Daniels
Director of Public Works

Clean Drinking Water Is Up To You!

Where does your drinking water come from?

Your drinking water comes from groundwater. Groundwater is the water that flows through the spaces between soil particles and through fractures in rock. It comes from rain and snowmelt percolating through the ground.

Why should you be concerned?

While some pollutants (such as bacteria, viruses, and phosphorus) can be reduced by passing through soil under certain conditions, groundwater can be easily contaminated by chemicals and oils. Surface water is also affected by soil and pollutants picked up as water flows over land.

What can you do to protect your drinking water?

Follow these Do's and Don'ts:

Do's

Do use non-toxic and less-toxic alternatives to household chemicals such as cleaners, oil based paints, and insecticides.

Do take leftover household chemicals to your town's household hazardous waste collection day.

Do follow package directions on pesticides, fertilizers, and other household chemicals.

Do check your underground fuel storage tank (UST) frequently for leaks. Have an UST removed if it is more than 20 years old; replace it with an aboveground storage tank that has a concrete slab underneath it and cover it.

Do take care of your septic system. Inspect the septic tank every year and have it pumped out every 3-5 years.

Do avoid damage to your leach field and distribution lines by keeping vehicles, livestock, and other heavy objects off of it.

Don'ts

Don't buy more hazardous chemicals than you need.

Don't dispose of hazardous chemicals by pouring them down the drain or onto the ground.

Don't over use household chemicals. More is not better.

Don't have your UST removed by a contractor who is not familiar with new State guidelines for UST removal.

Don't overload your septic system with solids by using a garbage disposal (unless the system is specifically designed for one).

Don't pour chemicals down the sink or toilet.

Don't use septic system cleaners or additives containing acids or chemical solvents such as trichloroethylene (TCE).

REDUCE – REUSE - RECYCLE

For more information about what you can do, call the Drinking Water Source Protection Program at 271-1168 or see the State's website at www.des.state.nh.us/dwspp/swpp.htm

IS GASOLINE CONTAMINATING YOUR DRINKING WATER?

Gasoline is one of the most dangerous products commonly found around the home, yet people often store and use it with little care. Some of the chemicals in gasoline have been found in drinking water with increasing frequency, including benzene, toluene & MtBE (methyl t-butyl ether), which is *easily dissolved in water* and is a possible carcinogen. Even gasoline spills as small as a gallon can contaminate your drinker water wells or a public water supply.

To Protect Your Drinking Water From Gasoline:

1. Avoid Spilling Gasoline on the Ground, Especially Near Wells

- Don't drain gasoline from lawn mowers, snowblowers, etc. onto the ground.
- Don't burn brush with gasoline.
- Don't top off your fuel tank.
- Keep refueling and engine work away from water supply wells, if possible over a concrete flow or similar barrier, and immediately clean up any gas or oil spills

2. Avoid Spilling Gasoline in Lakes, Ponds, and Rivers

- Keep special gasoline-absorbing pads on your gas-powered boat; know how to use them.
- If you own a larger boat, make sure it has no-spill tank vents.
- Fill portable tanks from outboard boat engines on shore.
- Refuel snowmobiles and ice augers on shore; do not take gasoline storage tanks onto ice-covered ponds.

3. Store Gasoline Properly

- Use a clearly labeled container made for gasoline, with a spout to avoid spills.
- Keep gasoline containers in a dry, well ventilated shed or detached garage away from water supply wells. Don't keep metal gasoline cans on a dirt floor for extended periods.

4. Dispose of Waste Gasoline Properly

- Handle old or dirty gasoline as hazardous waste. Bring it to a household hazardous waste collection center in a proper gasoline container.
-

IF A SPILL OCCURS

For *any size* spill that is not immediately cleaned up, call the NH Department of Environmental Services (DES) emergency petroleum spill number **(271-3644)** *immediately* for instructions. The DES line is answered weekdays from 8:00 AM to 4:00 PM; at other times talk to DES's on-call spill response specialist by dialing the NH State Police at **1-800-346-4009**. For more gasoline safety tips or information about testing your well water, call DES at 271-2975

NH Department of Environmental Services
Clean Drinking Water Is Up To You!
Drinking Water Source Protection Program
Phase II & V Chemical Monitoring Waiver Program

Sewer Sub-Committee

First Recommendation to the Board of Selectmen Town of Enfield, New Hampshire

Executive Summary

Section One Introduction

Section Two Elected Board of Sewer Commissioners or Board of Selectmen?

Executive Summary

The Sewer Sub Committee (the Committee) recommends to the Board of Selectmen, the citizens, and the ratepayers, that it would be in the best interests of all concerned to have the Board of Selectmen continue in it's policy making and oversight role for the municipal sewer utility. The Committee finds no clear gain to be had by electing an independent board of sewer commissioners and feels that so doing would result in increased cost to the ratepayers.

The Committee chooses not to offer a recommendation at this time regarding the formation of a permanent "advisory" board or committee. While the Committee is temporarily fulfilling this role at present, it is not yet clear that the Committee's services will be needed permanently.

Section One

Introduction

The 21 January 2003 charge by the Selectmen to the Committee included the request

“...to explore alternative management of the sewer system and make recommendations...i.e., maintain the status quo with the Board of Selectmen (previously appointed by Town Meeting to act as Sewer Commissioners), establish a [separate and distinct] Board of Sewer Commissioner under RSA 149-I, or seek the formation of an advisory board.”

Note: RSA's are Revised Statutes Annotated, the numbered collection of State laws.

The Committee presumes that reasons for requesting a recommendation on this topic include:

- A. Given the recent criticism's levied at the Selectmen for the present condition of the sewer system finances, the Selectmen are objectively questioning whether or not the “status quo” is the most efficient and effective way to manage the system.
- B. The Selectmen are responding to a citizen initiative at Town Meeting (not approved) to transfer responsibility for the sewer system to a separate Board of elected commissioners. The Selectmen indicated to the Town Meeting that the issue would be studied.

The Selectmen did not indicate to the Committee that the Selectmen have found the management of the sewer system to be overly burdensome (there have been suggestions made from time to time that the Selectmen are over tasked with responsibilities). The three member Board of Selectmen have acted as Sewer Commissioners since 1989, and were the local governing body responsible for the planning, construction, and commissioning of the sewer system. Therefore, it is assumed by this Committee that there is no serious interest by the current Board of Selectmen to be rid of these responsibilities.

The Committee requested the Town Manager prepare a brief report on the wastewater system management alternatives available to the Town, included herein as exhibit A. The Committee finds exhibit A to be objective and accurate. Further confirming exhibit A is exhibit B, a written legal opinion from Town

consul. The reader is invited to review these exhibits in detail before proceeding to section two of this report.

It is important to note that towns in New Hampshire do not exercise “home rule” authority. In other words, choices about how a town governs itself are subject to the approval of the State Legislature. If the State Legislature does not say that a town can pursue a certain course of action, the town must assume that it can’t. Town’s can exercise only the authorities that the State Legislature permit, even if a vote at a town meeting is unanimous in the approval of an unconventional, though otherwise sensible course of action.

There are three alternatives to managing Enfield’s wastewater system:

1. The status quo, where the Board of Selectmen also act as the Sewer Commissioners and exercise their associated authority and responsibility through the Town Manager. This arrangement is prescribed in detail by existing RSA’s.
2. Town Meeting, the local legislative body, could pursue drawing up a special charter that would dictate how Town government would function, including the management of the sewer system. Such a charter is subject to approval by the State Legislature. Since a town charter addresses all local governance issues, the Town would have to be prepared to consider every other town function. Inasmuch as there appears to be no interest in this approach, save for the sewer issue, the Committee does not recommend this alternative.
3. The Town Meeting could request that the State Legislature pass a special law allowing the Town to elect a Board of Sewer Commissioners to manage the sewer system independent of the Board of Selectmen and the Town Manager. Historically the legislature has reacted favorably to such special laws if the requesting town can show good reason for the change. Absent the legislature’s pre-approval, it is quite clear that the citizen petition at the March 2003 Town Meeting to establish sewer commissioners would not have met legal challenges and would have been disallowed by court action.

Therefore, the committee considered the pros and cons of two alternative management scenarios: the status quo, and that of pursuing a special law at the State Legislature to set up an independent sewer commission.

Section Two

Elected Board of Sewer Commissioners or Board of Selectmen?

The Committee assumed that a special state law allowing Enfield to elect sewer commissioners would make the commissioners completely independent of the Town Manager, as well as the Board of Selectmen. All revenues collected would be kept in a separate account from the general fund and all expenses paid from the sewer account. All operating employees of the sewer system would work directly for the commissioners.

Reasons to Pursue a Board of Sewer Commissioners:

1. A three to five person commission could focus on one issue, perhaps becoming quite expert and detail oriented on the matter.
2. The commission would have to be rate-payers and registered voters in Enfield. They would have a vested interest. *(Criticism has been leveled at the current Board of Selectmen that none of the Selectmen are rate payers. This does change from time to time as Selectmen come and go, but rarely has more than one of the three Selectmen been a sewer rate payer).*
3. The workload of the Board of Selectmen would be reduced.
4. The financial "picture" of the sewer funds would be readily discernable. Inasmuch as the current sewer fund is not set up as an independent checking account, it takes some searching to see just how sewer expenses and revenues balance, or don't balance for that matter.

Reasons Not to Pursue:

1. It has been historically difficult to get people to run for local elected office. Consider that no one ran for Cemetery Trustee this year, leaving this three-member board completely vacant. While there are some 2,000 or so eligible Enfield residents to encourage to run for Cemetery Trustee, there are less than 300 eligible sewer rater payers to persuade to be commissioners.
2. It is unlikely that a commission would want to tackle the day to day administrative duties that the Town Manager and his/her Public Works Director perform regarding the sewer system. Budgeting,

planning, personnel administration, etc., would still have to be done. The Committee believes this would involve considerable duplication of function and additional expense. Typically, in the few towns that have sewer commissioners (thus no town manager), sewer superintendents are hired for this purpose.

3. Cash flow would be a problem. Currently, decisions about paying sewer suppliers, vendors, and employees do not often consider cash on hand, as the Town's general fund usually has sufficient assets to cover week to week expenses. Sewer bills are sent to customers quarterly. To do so monthly, in the interest of improving cash flow, would be costly.
4. The Committee thinks that costs to operate the sewer system would increase. Where would the commissioners meet? Where would records, billing information, tools and equipment, etc., be kept? How would the Town divvy up equipment, such as the service truck and repair equipment that is used by both the sewer system and the municipal water system?
5. Questions have been raised by the Committee about whether or not an independent board of sewer commissioners could be expected to effectively work with the Board of Selectmen, the Planning Board, the Conservation Commission, etc., to further the Town's Master Plan.
6. It would be a two year process to draft up the enabling legislation, find a sympathetic sponsor, introduce the bill at the Statehouse, pursue the bill through a legislative committee, lobby for an affirmative vote on the floor of the legislature, make sure the Governor and his or her Council sign off on it, persuade people to run for commissioner, and finally, hold the elections.

Conclusion:

The Committee felt the Con's of electing sewer commissioners far outweigh the Pro's. To further support this conclusion, the Committee offers the following counterpoints to the previously suggested Pro's of having commissioners:

1. An elected "policy making" and "oversight" body too focused with day-to-day details can be as bad as a board that pays little attention to its responsibilities. The present model of having an experienced detail management team (Town Manager and DPW Director)

reporting to and advising the Board of Selectmen will prove to be the best option for the long term.

2. The Committee is not persuaded that better decisions regarding the sewer system would necessarily be made by a board consisting of ratepayers only. Many factors must be considered, many of which are not directly related to the municipal sewer system. The Board of Selectmen are uniquely positioned to provide the most comprehensive "big picture" view from which to make decisions on these matters.
3. While it is true the Selectmen's workload would be reduced, there may be other methods to accomplish this. Would increasing the number of Selectmen from three to five have any positive outcome toward this end?
4. Better communications between the Town Manager and the Board of Selectmen and Budget Committee, and better reported information to the Town Meeting, will make the condition of the sewer fund, as well as all other financial matters, readily visible and measured issues.

Town Offices / Library Needs Assessment Committee



Beginning at left, clockwise around table: Paul Mirski, Douglas Smith, Henry Cross, Paula Rowe, Dan Kiley, Leafie Cantlin, Gayle Hulva, Judy Kmon, Pat Paradis

This committee was appointed during the past summer by the selectboard to assess the space needs of the town and to prepare a report of our findings with recommendations. Over the past six months we have been meeting and have toured the town owned facilities in order to assess these needs. The committee also prepared a questionnaire for all of the town employees to help us assess the shortcomings in the present space and get input on how the space could work better for both the employees and the citizens of Enfield.

The committee is moving forward and will be preparing a report with recommendations for the March 2005 Town Meeting.

Respectfully Submitted

Dan Kiley
Chairperson

Zoning Board of Adjustment

This was, again, a slow year for the Zoning Board of Adjustment. In fact, it might have been the slowest ever. Scheduled to meet once a month, only three meetings were held, the rest cancelled due to a lack of business.

In all, there were no requests for Variances and only one request for a Special Exception. This involved an application to create an Estate on a 98-acre site located on Fitzgerald Drive. (For the curious among you, an Estate is described in the "Definitions" section of the Enfield Zoning Ordinance.) The application was approved.

Over the course of the year, there were two appeals of Administrative Decisions. One, concerning property on Livingstone Lodge Road, was overturned, and the other, an appeal of a Planning Board Subdivision granted for a lot on Maple Street, was cancelled when the parties involved reached an out-of-court settlement.

In the only other official business in 2003, the Board denied a request for a rehearing of a decision made during the previous year.

In personnel matters, Curtis Payne, formerly an Alternate, was elected to the Board along with incumbent Paul Mirski. Mr. Payne replaces Celie Aufiero, who declined to run for reelection. Ms. Aufiero was subsequently named an Alternate to the Board.

More for the curious among you: The Zoning Administrator reviews all Building Permits to ascertain compliance with the Zoning Ordinance. When filling out a Building Permit, it is important to submit a detailed plot plan that shows existing and proposed buildings as well as distances to all lot lines.

Respectfully submitted,

James L. Taylor
Planning/Zoning Administrator

Town of Enfield



Regional Organizations

Advance Transit, Inc.

Advance Transit, Inc. is a nonprofit organization that provides public transportation services to several Upper Valley communities including Enfield, Canaan, Hanover, and Lebanon, New Hampshire as well as Hartland, Hartford, and Norwich in Vermont. AT is governed by a volunteer Board of Directors with the majority of its members appointed by the towns served. Evelyn Palmer is serving as the Town of Enfield's appointed representative.

Contributions from local towns and institutions are combined with state and federal grants to cover the cost of the service. Since January 2002, Enfield residents have enjoyed *fare-free service* thanks to increased contributions from Dartmouth College and Dartmouth Hitchcock Medical Center. These organizations are promoting free transit service in order to combat growing traffic problems and parking shortages. Another alternative to driving alone is carpooling and Advance Transit offers a carpool matching service known as Upper Valley Rideshare.

AT offers eight scheduled runs weekdays from Canaan and Enfield to Lebanon and Hanover with connections to other Upper Valley locations. Passengers are enjoying the improved bus stop and shelter located opposite the Community Building. In 2003 a total of 3,851 passenger trips were boarded in Enfield.

Route and schedule information is available at town offices and many other locations around town, or on the internet at www.advancetransit.com.

If you have questions or comments please call us at 802-295-1824.

Thank you for your support.

We look forward to seeing you on the bus!

Crystal Lake Improvement Association

In 2003 The Crystal Lake Improvement Association was involved in three major efforts.

As we have for the past several years, volunteers were provided for the New Hampshire Department of Environmental Services (NHDES) Weed Watcher Program. This consists of volunteers trained by the NHDES to look for and recognize invasive, non-native species of plants within the shore and water body. The volunteers each have a section of the shoreline they inspect on a regular basis. Fortunately no invasive species have been found.

The Association also provides volunteers for the University of New Hampshire Lay Lakes Monitoring Program. In this program the volunteers take water temperatures, evaluate the clarity of the water, and obtain samples of the water for evaluation at the University of New Hampshire. This is done weekly from mid May to mid September. Crystal Lake has been involved in the Lay Lakes Monitoring Program for the past 14 years and the annual reports are sent to the Enfield Library, and to the volunteers. Crystal Lake is classified "Pristine" identifying it as a clear and healthy body of water, by means of these and other efforts we hope to keep it so.

This summer we were involved in the New Hampshire Lakes Association Lake Host Program. We provided 4 volunteer and 2 paid hosts to man the Fish and Game boat ramp on Algonquin road. The purpose of the program is to inspect boats being launched and recovered for any plants or parts of plants, and to provide educational literature to the public regarding the spread of non-native plants. The program was funded by a grant from the NHDES and administration, training, and support was provided by the New Hampshire Lakes Association.

Glyn Green
President

Enfield Shaker Museum

The past year has been one of challenge and opportunity for the Enfield Shaker Museum. In March of 2003, the Museum ended its five-year relationship with Historic Inns of New England, who had previously operated the Shaker Inn. In the interest of keeping the Inn open, and ensuring that Inn staff remained employed on the site, the Museum reopened the Inn as the “Enfield Shaker Inn.”

Since that time, the Inn has new management, a new menu, new prices, and a new outlook for the future. Janet Ellis and Clint Dickens, both experienced innkeepers and chefs, assumed operations of the Shaker Inn in December of 2003. Room rates have been reduced to be more competitive with regional hotels, and the Museum has also been working hard to make improvements to the building, including painting rooms, repairing leaking plumbing, cleaning furniture, and replacing broken storm windows. On August 25, 20 volunteers scraped, painted, and repaired ceilings and walls throughout the building. A new commercial stove in the kitchen, replacing a 31-year old model, has helped with catering and meals.

New artifacts also were a highlight of 2003. This summer, one of the finest Enfield artifacts known was donated to the Museum – a Shaker worktable used here on the site. Featured in a number of books on Shaker furniture, the table is a rare surviving example of the form, and retains most of its original red paint. The worktable descended in one family after it was purchased from the Shakers. The donors, who wish to remain anonymous, wanted the table to ‘come home.’ The worktable is now on display in the Museum’s main galleries. The Museum also received a donation of a rare Enfield rocking chair, the impetus for a new exhibit.

The Museum also opened a new exhibit that explores how different Shaker villages designed and produced rocking chairs and then marketed the chairs to the general public. The exhibit includes rocking chairs from seven different Shaker villages, including a complete set of Mt. Lebanon, New York production rocking chairs that were mass-marketed during the 19th and early 20th century. In addition, the exhibit includes photographs showing chair production at Mt. Lebanon and rocking chairs used in Shaker rooms in Enfield, New Hampshire. Shaker chair-making tools, original seat tape, historic documents, and early catalogs round out the exhibit.

Perhaps most importantly, planning has taken a new and appropriate place on the front burner of Museum activities. The Museum received a planning grant from the National Endowment for the Humanities. Funds supported a workshop with humanities scholars to develop long-range humanities-based themes to guide future interpretation and restoration of the museum site. In reflection of the challenges posed by the Enfield Shaker site and its structures,

the workshop panel included scholars with expertise in four distinct areas: 1) Shaker history, life, and faith; 2) New England town and farm history; 3) Industrial history and New England mill life; and 4) Catholic history and faith in North America. The workshop served as the initial planning stage for the development of a long-range plan that will guide future exhibit and collections growth, the development of on-site programs, events, and seminars, and the restoration of the museum's nine buildings and 28 acres. The Museum now has funding from the State of New Hampshire to develop a long-range master plan for the site, the Museum's structures, and its programs.

Respectfully submitted,

Rob Rudd
Director

Enfield Village Association



Getting Ready for Market
Enfield Farmers Market at Huse Park
US Route 4, Enfield

Enfield Village Association is a non-profit community-based organization whose support comes from the community and whose activities all provide direct benefits to everyone living in Enfield, as well as property owners and businesses. While our primary focus is the revitalization of Main Street in the heart of the village, we are committed to enhancing the quality of life of all residents by strengthening our spirit of community, making our downtown more attractive and increasing the opportunities for Enfield businesses to prosper. In short, we are Enfield residents working for Enfield!

EVA, on behalf of the Town of Enfield, continues to be qualified as a Main Street New Hampshire community. EVA and the Town receive substantial support from the Main Street NH organization, including technical assistance, consulting, workshops and seminars that help us deliver the maximum benefit to the community, and realize the best possible return on the financial and volunteer investments of our community members.

During 2003, EVA, supported by its many volunteers has devoted its efforts to projects and programs designed to contribute to the growing feeling of community in Enfield. EVA addressed many community needs, including:

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- EVA contributed design elements for the two bridges, as well as for landscape design for improving the appearance of Main Street.
 - EVA provided several \$500 façade grants to businesses and the town to help improve the appearance of their properties.
 - EVA put on its annual Sweet Treats event for residents.
 - EVA organized and managed Enfield's first Farmers' Market, which was held every Wednesday during the summer months. It proved very popular for residents and visitors and profitable for the vendors that participated.
 - EVA put on its Cruise Night event and street dance.
 - EVA sponsored Hometown Holidays for the second year, which featured:
 - One Day Café in the Copeland Block
 - Drawings for gift certificates for local businesses
 - Arts and craft shows – Artzilla in the Copeland Block and in conjunction with the Shaker Museum
 - EVA placed the holiday decorations and lights on Main Street
 - EVA publishes the annual Enfield Business Directory
 - EVA produces quarterly Enfield Business Money Saving Coupon books.
 - EVA has created the scenic River Walk located in the center of town at 78 Main Street, on the island formerly occupied by a tannery. The River Walk provides residents with a scenic nature trail along the Mascoma River in the heart of Enfield, for recreation and picnics.
 - EVA is renovating the historic building at 78 Main Street for commercial and residential occupancy.

With only one part-time staff person and many community volunteers, EVA is managing these many successful accomplishments, and contributing in many other ways to improving the quality of life in our town, and to helping Enfield businesses prosper and grow. Our goal is not to try and recreate the village of 30 years ago but to find imaginative ways to reinvent Main Street, making it attractive, viable and welcoming, a village that better meets the needs of the community and is a place we can all be proud of. As always, we seek your support, suggestions, ideas and energy!

Sharon Carr
President

Executive Councilor Raymond S. Burton

It is a pleasure to report to you now in my 25th year of serving the 98 towns, 4 cities and Coos, Carroll, Grafton, Sullivan and Belknap counties of New Hampshire. All together there are 249,000 people who I consider my customers, clients and constituents. It has always been a pleasure to respond, as my deities within the Executive Branch of your state government mandate, to inquiries of information, relief and assistance as provided in NH state law and budget. It is an honor to serve you as a public servant.

Below are listed several documents that are available to citizens and I find them to be a valuable NH resource.

The 2003-2004 state telephone directory includes TDD access numbers, office information, coordinators, map of location of state buildings, legislative listings, judicial branch listings, department listings, personnel listings and a topical listing. This is available for a cost of \$6.00 plus \$2.50 postage. Make checks payable to the State of New Hampshire, or order on line at www.gencourt.state.nh.us/visitorcenter The entire directory is available at <http://www.state.nh.us/government/agencies.html>

The 2003-2004 County Directory of all NH County officials is free and available by calling (603) 224-9222. This is also on the web at www.nhcounties.org.

Also available at no cost from the Secretary of State Office at 271-3242 or at elections@sos.state.nh.us, or mail at Secretary of State, State House Room 204, Concord NH 03301 are the following publications:

The NH Election Procedural Manual for 2004-2005

The NH Election laws for 2004-2005

The NH Political calendar for 2004-2005

The duties of the NH Executive Council, The NH Tour Guide book, the official tourist map and the NH Constitution are always available from my office at 271-3632 or 747-3662 or ray.burton4@gte.net

As long as I'm around as one of your elected officials never ever feel you are alone in your hour of need. Contact me anytime!

Sincerely Yours,

Raymond S. Burton
Executive Councilor, District One

Grafton County Senior Citizens Council, Inc.

Grafton County Senior Citizens Council, Inc. is a private nonprofit organization that provides programs and services to support the health and well being of our older citizens. The Council's programs enable elderly individuals to remain independent in their own homes and communities for as long as possible.

The Council operates eight senior centers in Plymouth, Littleton, Canaan, Lebanon, Bristol, Orford, Haverhill and Lincoln, the information and assistance program Grafton County ServiceLink and also sponsors the Retired and Senior Volunteer Program of the Upper Valley and White Mountains (RSVP). Through the centers, ServiceLink and RSVP, older adults and their families take part in a range of community-based long-term services including home delivered meals, congregate dining programs, transportation, adult day care, chore/home repair services, recreational and educational programs, and volunteer opportunities.

During 2003, 180 older residents of Enfield were served by one or more of the Council's programs offered through the Upper Valley or Mascoma Senior Centers: Older adults from Enfield enjoyed 2,519 balanced meals in the company of friends in the center's dining rooms. They received 6,944 hot, nourishing meals delivered to their homes by caring volunteers. Enfield residents were transported to health care providers or other community resources on 2,994 occasions by our lift-equipped buses. They received assistance with problems, crises or issues of long-term care through 731 visits by a trained social worker or contacts with ServiceLink. Enfield residents were provided with 3,256.5 hours of adult day care. Enfield's citizens also volunteered to put their talents and skills to work for a better community through 1,550 hours of volunteer service. The cost to provide Council services for Enfield residents in 2003 was \$125,262.38.

Such services can be critical to elderly individuals who want to remain in their own homes and out of institutional care in spite of chronic health problems and increasing physical frailty, saving tax dollars, which would otherwise be expended for nursing home care. They also contribute to a higher quality of life for our older friends and neighbors. As our population grows older, supportive services such as those offered by the Council become even more critical.

Grafton County Senior Citizens Council very much appreciates Enfield's support for our programs that enhance the independence and dignity of older citizens and enable them to meet the challenges of aging in the security and comfort of their own communities and homes.

Roberta Berner
Executive Director

Headrest

Headrest, Inc.'s mission is to develop and deliver effective programs that improve the lives of those who are addicted, homeless, in crisis, or otherwise bereft of support. Headrest offers residents of Enfield Clinically Managed Residential Detoxification/Specialty Transitional Shelter for adults, Outpatient Substance Abuse Counseling for adults and teens, and a 24-hour Crisis Intervention/Suicide Prevention/Information and Referral hotline.

Our Outpatient Substance Abuse Counseling services provide addictions counseling and education to adults and teens either directly or indirectly affected by substance use disorders.

Clinically Managed Residential Detoxification services provides 24-hour supervision, observation, and support for clients who are detoxifying from substances. This program assists the client to enroll in Treatment beyond detoxification. Specialty Transitional Shelter provides housing services for homeless individuals in addiction treatment. This program is appropriate for clients re-integrating into the community after treatment.

Our 24/7 Crisis Intervention/Suicide Prevention/Information and referral hotline is answered by trained crisis counselors with hundreds of resources at hand have been unceasingly available since 1971 to provide outstanding services to people of all ages. Understanding, non-judgmental staff and volunteers listen carefully, lending emotional support, providing emergency crisis intervention if necessary and give information and referral to callers 24-hours a day (448-4400). These special people have expertise in handling crisis involving the use of alcohol and drugs and suicide intervention/prevention. Headrest was awarded re-certification by the American Association of Suicidology in 2003. We answer 1 (800) SUICIDE for all of Vermont and New Hampshire.

All town allocations and United Way funding Headrest receives are allocated to the hotline program, as there is no other funding available. Without the town allocation's Headrest's hotline would cease to exist. This is a crucial, unique service to our community. We want to thank the residents of Enfield for their ongoing use of our services, for their private donations, and for their public support through the annual appropriation.

Sincerely,

Shawna Smith
Business Manager
Headrest, Inc.

LISTEN Community Services

I am happy to submit the following report of services provided by LISTEN to the Town of Enfield and its residents from January 1, 2003 to December 31, 2003. The service costs below do not include administrative overhead or labor.

Service	# of people in household	# of households served	counselor hours	Direct service cost
Thrift Shop Vouchers	160	51	14.2	1,179
Homeless Assistance	17	7	1.25	0
Housing Assistance	89	33	11.5	0
Utility Assistance	56	24	6.75	0
Fuel Assistance Application	236	84	81	0
Housing Repairs/Weatherization	9	4	2	0
Food Pantry	321	119	35.95	5,359
Financial Counseling	75	27	15.5	0
Benefits Assistance	8	3	3	0
Representative Payee	49	21	9.25	0
Misc. Client Counseling	87	34	9.5	0
Summer Camp	68	18	6.85	10,200
Holiday Basket	73	21	8.5	0
Youth Mentoring	8	3	10	0
Heating Helpers	50	24	7.5	3,012
Special Client Need	32	9	1.75	329
Holiday Gift Room	8	3	3	0
Housing Helpers	44	14	6.5	4,002
Totals	1,390	499	234	24,081

If you have any questions, or would like any additional information, please contact me at 603-448-4553.

Jim Alberghini
Director of Development

Town Forest Fire Warden & State Forest Ranger

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests and Lands cooperate to reduce the risk of wildland fires in New Hampshire. To help us assist you, contact your local Forest Fire Warden or Fire Department to find out if a permit is required before doing ANY outside burning. Fire permits are mandatory for all outside burning unless the ground where the burning is to be done (and surrounding area) is completely covered with snow. Violations the fire permit law and the other burning laws of the State of New Hampshire are misdemeanors punishable by fines up to \$2,000 and/or a year in jail, in addition to the cost of suppressing the fire.

A new law effective January 1, 2003 prohibits residential trash burning. Contact New Hampshire Department of Environmental Services at (800) 498-6868 or www.des.state.nh.us for more information.

Help us protect you and our forest resources. Most New Hampshire wildfires are human caused. Homeowners can help protect their homes by maintaining adequate green space around the house and make sure that the house number is correct and visible. Contact your fire department or the New Hampshire Division of Forests and Lands at www.nhdf.l.com or 271-2217 for wildland fire safety information.

ONLY YOU CAN PREVENT WILDLAND FIRES.

2003 FIRE STATISTICS

(All fires reported through November 3, 2003)

Totals By County

Causes Of Fires Reported

	# of Fires	Acres		
Belknap	40	4.86	Arson	10
Carroll	46	13.99	Campfire	25
Cheshire	8	.68	Children	13
Coos	7	17.40	Smoking	20
Grafton	22	12.60	Debris	226
Hillsborough	60	11.34	Railroad	3
Merrimack	98	10.45	Lightning	2
Rockingham	56	18.54	Equipment	8
Strafford	34	7.94	Miscellaneous*	67
Sullivan	3	2.03		

(* Miscellaneous: powerlines, fireworks, electric fences, etc.)

	Total Fires	Total Acres
2003	374	100
2002	540	187
2001	942	428
2000	516	149
1999	1,301	452
1998	798	443

UNH Cooperative Extension - Grafton County

UNH Cooperative Extension provides New Hampshire citizens with research-based education and information, enhancing their ability to make informed decisions that strengthen youth, families and communities, sustain natural resources, and improve the economy.

Funded through the federal, state and county governments, and competitive grants. Educational programs are designed to respond to the local needs of citizens through direction and support of an elected volunteer advisory council.

Education programs and assistance are objective, informal and practical in nature; most are at no direct cost for participants. Clients' needs are met through phone calls, letters and printed materials, hands-on workshops, on-site visits, seminars and conferences, and up-to-date web sites. Our staff is able to respond quickly with needed information via electronic mail, keeps up-to-date on the latest research and information, and works collaboratively with many agencies and organizations.

A professional staff of seven educators works out of the Extension Office located in the Grafton County Courthouse in North Haverhill. Two additional staff members work in Plymouth and Littleton to provide educational programs for limited-resource families. Additional support is provided through trained volunteers who assist with Extension programs and increase our outreach capabilities.

EDUCATIONAL PROGRAMS IN GRAFTON COUNTY, FY03:

- To strengthen NH's Communities: Community Profiles; Community Conservation Assistance Program; Preserving Rural Character through Agriculture; Urban and Community Forestry; Community Youth Development; and Volunteer Training.
- To strengthen NH's Family and Youth: After-School Programs; Family Resource Management; 4-H Youth Development; Family Lifeskills Program; 4-H Camps; Nutrition and Food Safety Education; Parenting Education; Cradle Crier/Toddler Tale Newsletters; and Volunteer Leader Training Programs.
- To sustain NH's Natural Resources: Dairy Management; Agroecology; Forest Industry Assistance; Forest Resources Stewardship Program; Fruit Production and Management; GIS Training; Lakes Lay Monitoring Program; Integrated Pest Management; Ornamental Horticulture; Plant

Health Diagnostic Laboratory; Vegetable Crop Production; Wildlife Habitat Program; Water Quality/Nutrient management Programs and Agricultural Business Management.

Extension Staff: Tom Buob, Agricultural Resources; Ginny DiFrancesco, Water Quality; Kathleen Jablonski, 4-H Youth Development; Michal Lunak, Dairy; Deborah Maes, Family Development; Northam Parr, Forestry & Wildlife Resources; Robin Peters, Nutrition Connections; Jacqueline Poulton, LEAP Program, and Jean Conklin, Agricultural Resources. Educators are supported by Donna Mitton, Kristina Vaughan and Sharon Youngman.

Extension Advisory Council: Mike Dannehey of Woodsville; Shelia Fabrizio of North Haverhill; James Kinder of Haverhill; David Keith of North Haverhill; Shaun Lagueux of Bristol; Jane O'Donnell of Littleton; Cindy Putnam of Piermont; Debby Robie of Bath; Carol Ronci of Franconia, Denis Ward of Monroe. Teen Members include: Tosona Melanson of Dorchester; Molly Roy of Bath and Justine Morris of Haverhill.

Extension Office Hours are Monday through Friday from 8 AM to 4 PM.

Phone: 603-787-6944

Fax: 603-787-2009

Email: ce.grafton@unh.edu

Mailing Address: 3785 DCH, Box 8
North Haverhill, NH 03774-4936

Web Site: <http://ceinfo.unh.edu>

Extension programs and policies are nondiscriminatory with regard to age, color, handicap, national origin, race, religion, sex, sexual orientation and veterans' status.

Respectfully submitted,

Northam D. Parr
County Office Administrator

Upper Valley Lake Sunapee Regional Planning Commission

The UVLSRPC is a not-for-profit association of 30 communities in Vermont and New Hampshire. We provide a mechanism for communities that live, work and recreate together in the Upper Valley, Sullivan County and Lake Sunapee area to work together on issues of common concern. Each year we strive to focus on activities that will best meet the needs of each of these three areas, while we balance the differing concerns of larger and smaller communities. Your community's membership in UVLSRPC provides you with a voice in regional activities, as well as decision-making at the state level in both states that affect the future of your community.

We provide the communities of the region a mechanism to work together toward balanced growth, in part by developing and implementing a comprehensive regional plan. In 2003, we completed work on both a new Regional Transportation Plan and new Economic Development element for the Regional Plan, as well as updates on Population Trends and Natural & Scenic Resources. In other activities, we:

- Worked with area and state organizations, businesses and communities to seek opportunities to improve the balance between economic growth and residential development in the Upper Valley.
- Helped several communities obtain grant funds for a variety of projects, including emergency management equipment, village highway corridor redesign, recreation facilities and transportation system enhancements.
- Completed incorporation of Grafton County communities in North Country Economic Development District for federal Economic Development Administration (EDA) grant eligibility. Continued to support tourism organizations in the Region.
- Assisted 11 communities with updates of their master plans and 10 with local land use regulations.
- Provided technical assistance to local committees addressing a number of issues such as affordable housing, interstate interchange area development, open space, capital improvements programming, downtown revitalization, sewers, and bicycle and pedestrian facilities.

-
- Developed guidelines for balancing state highway needs with those of a downtown or village area utilizing a concept plan for Charlestown as a case study.
 - Facilitated Upper Valley Conservation Network and provided technical assistance to Upper Valley Trackers.
 - Continued our assistance to watershed organizations planning for the stewardship of the Connecticut River and its tributaries, including Lake Sunapee, and the Cold, Mascoma and Ottauquechee Rivers. Actively participated on Connecticut River Joint Commissions and Connecticut River Scenic Byway Council Steering Committee.
 - Organized five hazardous waste collections that gave 1,170 households a way to keep approximately 13,100 gallons of hazardous chemicals out of the region's groundwater; and assisted with public education.
 - Conducted 911 readdressing in Claremont to improve emergency response. Completed hazard mitigation plans for 4 communities as required for continued eligibility for federal disaster assistance and hazard mitigation funds; arranged funding to complete several more in the coming year; and continued to facilitate well-integrated emergency planning within the core Upper Valley communities.
 - Provided suggestions for minimizing potential regional impacts associated with several proposed developments through Act 250 in Vermont and RSA 36:56 in New Hampshire.
 - Collected traffic data in 24 communities, and completed road inventory in 5 communities to make sure that full state aid for maintenance is received. Developed plans for Upper Valley traffic model to increase ability to predict and avoid traffic increases.
 - Continued to work with public transit providers serving the area's residents, employees, and visitors to identify opportunities to improve service using currently available funds, and to prioritize needs for additional funding. Assisted Upper Valley Transportation Management Association in efforts to involve area employers in programs to reduce commuter traffic.
 - Provided monthly circuit rider services to 5 communities to review subdivision and site plan applications for compliance with local regulations.

-
- Held several informational and training sessions for local officials on land use planning issues, (including siting wind power facilities, how to avoid sprawl, and programs available to keep historic villages healthy), natural resource protection issues, (including stormwater management and Vermont's new septic rules), and board member skills, (including fostering productive citizen participation in the planning and development review processes). Facilitated discussions on future plans of Dartmouth Hitchcock Medical Center, Dartmouth College, and the Mt. Sunapee Ski area, and potential impacts on growth-related factors such as housing and traffic in the region.
 - Responded to day-to-day requests from local board members and staff for guidance on, e.g., application of NH Shoreland Protection Act, policies on unmaintained roads, management of excavations, implementation of floodplain ordinances, capital improvement programming and impact fees, road acceptance policies, coordination of review of applications among various local boards, regulation of telecommunications facilities, interpretation of local land use regulations, hiring consultants, and planning and zoning board procedures.
 - Continued to increase the ability of our geographic information system (GIS) to perform land use analysis and natural resource planning; provided GIS services to communities and partner organizations.
 - Maintained a library with the latest technical guidance, planning literature, and sample regulations; continued to incorporate 2000 Census information into digital regional socioeconomic database as it became available; and responded to numerous requests for information from local officials, businesses, and other area organizations.

We appreciate the high level of participation and support we receive from our communities, and look forward to continuing to serve the needs of the region in the coming year. We count on feedback from the Commissioners each community appoints, as well as local officials and residents, to ensure that our work program focuses on regional issues that are of the highest priority to you. In addition, this year we have established a new committee to enhance the exchange of information with member communities. Please feel free to contact us at (603) 448-1680 or info@uvlsrpc.org to share your thoughts.

Tara E. Bamford, Executive Director
Sunapee Regional Planning



Veterans Memorial Park Fund of Enfield

Post Office Box 41 • Enfield • New Hampshire 03748

*"A nation which forgets its heroes will itself soon be forgotten."
~ President Calvin Coolidge*

After three years of hard work, the Town of Enfield has a new, welcoming sight as you enter the town on U.S. Route 4.

The Veterans Memorial Park was officially dedicated on November 11, 2003 (Veterans Day). The program was very impressive, especially with the five men in military uniform and the buglers from Mascoma High School. There was a large attendance despite the cold, raw day.

On November 10, the Enfield Elementary School held their Veterans Day ceremony at the park. Approximately 300 students, each carrying an American flag, and teachers paraded from the school to the park. The Mascoma High School Band provided the music. The Canaan American Legion Post Color Guard gave their support on both days.

Fundraising began in June 2002. In one year enough money was raised to make the park what it is today. It could not have been accomplished without the support of the many volunteers who gave their time and labor. Major supporters (from finance to equipment and materials) must be recognized also:

- The Timken Foundation of Canton, Ohio
- Town of Enfield voters
- Mascoma Savings Bank
- Don Crate Excavating, Donald A. Crate, Donald J. Crate, Sr., and David J. Crate, Sr. for all the equipment and materials
- The purchasers of the two flagpoles
- Enfield Lions and Lioness Clubs
- Dave Stacy, Ken Clark and Mike Davis for their expertise in brick laying
- Ken Daniels and the Enfield Highway Department
- James Proctor

Thank you all!

We also want to thank John Carr for refurbishing the Town's historic 1846 Martin Birdhouse and to Barker Steel for supplying the post, for the birdhouse to perch on.

Support is still needed to complete the park. This includes paving the driveway and finishing the outer perimeters with bushes and lights, as well as future maintenance. In addition, more names need to be engraved on the monuments. This will be accomplished in 2004.

The inscribed brick sales will continue. Remember – bricks are for non-veterans as well as veterans, and not limited to Enfield residents. It is a way to honor loved ones anywhere. (See last page of this report for a Veterans Walk Brick Order Form)

In closing, we should all thank the men and women who have, and are now serving our Country in the military.

Respectfully yours,

Henry Cross, Chairman



Visiting Nurse Alliance of VT & NH, Inc.

The Visiting Nurse Alliance of Vermont and New Hampshire, Inc. (VNA) serves 86 towns in Vermont and New Hampshire. Its mission is to improve the health and well being of residents through provision of skilled professional and supportive services. The programs of service include Home Healthcare, Family Services (Maternal Child Health, Family Support Services, and Nutrition Services (WIC)), and Hospice. The VNA employs nurses, physical, occupational and speech therapists, medical social workers, licensed nursing assistants, homemakers, parent and family service aides, and administrative support staff to fulfill this work. From July 1, 2002 through June 30, 2003 the home health staff made a total of **3,172 visits to 68** Enfield citizens. In addition, during this period, Medicare reimbursements were cut by 4.9% in August 2002, and an additional 10% effective in February 2003, creating a 5.5% annualized decrease.

VNA Home Healthcare addresses the needs of the Enfield population who are seriously ill or disabled but not in need of care in a hospital or nursing home. By supporting patients and their caregivers, many people are able to receive services in the less stressful, more familiar environment of home. Care includes simple tasks; everything from preparing meals to providing more sophisticated procedures such as infusion therapy.

Family Services assist young struggling families meet the demands of parenting and help guide them to additional financial and social resources. Working together with other community agencies, these services increase family health and well being in the most vulnerable of situations.

Hospice addresses the full scope of needs facing a family with a member who is terminally ill. VNA provides pain and symptom management and spiritual support as well as bereavement counseling and caregiver respite. A full team of trained individuals, under the leadership of the Hospice medical director and the patient's personal physician, help each family with a personal program of care during this difficult time as well as after the patient's death.

The Visiting Nurse Alliance of VT and NH provided the following services in the Town of Enfield this past year:

Visits July 1, 2002 ~ June 30, 2003

<i>Home Health Care</i>		<i>Nutrition Services</i>	
Patients Served	68	Clients Served	135
Home Visits	3,172	Clinic Visits	331
<i>Maternal & Child Health Care</i>		<i>Hospice VNH</i>	
Unduplicated Patients	27	Full Services	
MCH Home Visits	792	for Patient/Families	7
<i>Family Support Services</i>		Volunteer Visits	41
Families Served	30	Volunteer Hours	92
Individuals Served	124	Bereavement Families	113
Home Visits	630	Bereavement Volunteer	
Respite/Preschool Children	6	Hours	511
HV & Preschool Direct		Bereavement Group	
Time (675 HV; 1088	1,763	Participants	31
Pre-school)			

WISE

(Women's Information Service)

79 Hanover Street, Lebanon, NH 03766

(603) 448-5922

On behalf of the Board of Directors, staff, volunteers and clients of WISE, I wish to thank the resident of Enfield for their support of our efforts. In 2003, WISE provided services and support to 34 Enfield residents who were victims of domestic and/or sexual violence.

We provide a range of services to our clients including access to a 24-hour hotline, emergency shelter for women and their children, and support and advocacy at local area hospitals (Dartmouth Hitchcock Medical Center and Alice Peck Day) and Lebanon Family Court. We also provide support groups for survivors of domestic violence and sexual assault. In addition, our program advocates are available to provide supportive listening, information and referral to community resources. We work closely with the Enfield Police Department. Our services are confidential and free.

Through our Youth Awareness Program, WISE is in the Mascoma school district providing presentations on violence prevention and healthy relationships to students at Indian River School and Mascoma High School.

We appreciate your ongoing support.

Respectfully submitted,

Peggy O'Neil
Executive Director

Town of Enfield

~ Tax Relief Options ~

For the following programs, applications are available at the Board of Selectmen's Office and are due by March 1st after final tax bill of the year.

Abatements: Per RSA 76:16, property owners who believe there is an error in their property assessment, or their assessment is disproportionate, may apply to the Board of Selectmen for an abatement. Applications are also on line at: <http://webster.state.nh.us/bda/forms/html>

Elderly Exemption: Residents over 65 years old who meet the following income and asset limits may apply to the Board of Selectmen for an exemption of the assessment of their property: a resident must have a net income of less than \$18,400 or, if married, a combined net income of less than \$26,400, and own net assets not in excess of \$70,000, *(excluding the value of the residence and the land upon which it is located up to the greater of 2 acres or the minimum residential lot specified by the local zoning ordinance)*.

Blind Exemption: Per RSA 72:37, residents who are legally blind, as determined by the administrator of blind services of the vocational rehabilitation division the education department may qualify for a \$15,000 exemption.

Disabled Exemption: Residents who are deemed disabled under the Federal Social Security Act may qualify for a \$50,000 exemption. To qualify a person must be a resident of NH for the past 5 years. The taxpayer must have a net income of not more than \$12,000 (single) or \$15,000 (married), and not more than \$50,000 in assets excluding the value of the person's residence.

Veterans Tax Credit: A resident who has served in the armed forces in any of the qualifying wars or armed conflicts, as listed in RSA 72:28, and was honorably discharged; or the spouse or surviving spouse of such resident may apply for a \$100 tax credit. The surviving spouse of any person who was killed or died while on active duty in the armed forces, as listed in RSA 72:28, so long as the surviving spouse does not remarry, may qualify for a \$1,400 tax credit. Any person who has been honorably discharged, and who has a total and permanent service connected disability or is a double amputee or paraplegic because of service connected injury may qualify for a \$1,400 tax credit.

Tax deferral Lien: Per RSA 72:38-a, disabled residents or residents over 65 may apply for a tax deferral lien. This program allows a resident to defer payment of their residential property taxes, plus annual interest of 5%, until the transfer of their property or up to 85% of the property equity value.

Low & Moderate Income Homeowners' Property Tax Relief: You may be eligible for this program if you are: Single with Adjusted Gross Income equal to or less than \$20,000; Married or filing Head of a NH Household with Adjusted Gross Income equal to or less than \$40,000; and own a home subject to the State Education Property Tax; and resided in that home on April 1, 2003.

The Town has no authority in regards to this program. In the past the State has made applications available at the Selectmen's Office by April 15th, and required them to be filed to the State of New Hampshire between May 1st and June 30th.

Right to Know Law

~ A Guide to Public Access ~

1. What is the “Right to Know” Law RSA 91-A?

It is New Hampshire’s Statute which emphasizes that the business of the Town is the public’s business. It makes it clear that with very few exceptions, the public has access to Town records and meetings held in connection with Town Government.

2. Who does it cover?

All of us, whether we are elected officials, employees, or volunteers serving on Board of the Town of Enfield.

3. What does it cover?

It covers all “meetings”. A meeting occurs whenever a quorum of a Board, Committee or Subcommittee gathers and discusses or acts upon a matter over which that Board, Committee, or Subcommittee has supervision, control, jurisdiction or advisory power. The law also requires that the business of a Board be conducted at a meeting, rather than by telephone, E-mail, or private gathering of individuals.

4. If it is a meeting, what does that mean?

A notice of the time and place of the meeting must be posted at least 24 hours in advance (excluding Sundays and legal holidays) in at least 2 public places.

The public is entitled to attend and may record or videotape the proceedings with courtesy permission.

All votes, with the very few exceptions itemized below, must be taken in open session and not be secret ballot.

Minutes must be taken and made available to the public within 144 hours.

5. When can we hold a Nonpublic Session?

Rarely – the Right to Know Law lists certain limited situation which allow a board to go into nonpublic session. Those situations are:

- Dismissal, promotion, or setting compensation for public employees, RSA 91-A:# II (a).
- Consideration of the hiring of a public employee, RSA 91-A:# II (b).

- Matters which, if discussed in public, would likely affect adversely the reputation of any person – however, this cannot be used to protect a person who is a member of your Board, Committee or Subcommittee, RSA 91-A:3 II (c).
- Consideration of the purchase, sale, or lease of real or personal property, RSA 91-A:3 II (d).
- Discussion of pending or threatened (in writing) litigation, RSA 91-A:3 II (e).

6. How do we go into Nonpublic Session?

A motion must be made which specifically identifies the statutory category which is the reason for going into nonpublic session and then, a roll call vote must be taken in which each member's vote on the motion must be recorded.

7. If we go into Nonpublic Session, what then?

Minutes must be taken just as you would in open session. You must stay to the subject which was the original reason for going into the nonpublic session' if there is need to discuss other matters which discussion would be covered by a different exemption, you need to first come out of nonpublic session and then vote to go back in under that different exception. It is only in this way that a proper record can be prepared for public review.

The Minutes from the nonpublic session must be made public within 72 hours unless two-thirds of the members, while in nonpublic session, determine that the divulgence of the information likely would adversely effect the reputation of any person other than a member of the Board, committee, or Subcommittee, or render the proposed action ineffective, under those circumstances the Minutes may be withheld until those circumstances no longer apply. Action will be required to sequester.

8. Which Public Records are accessible?

The public has access to all records held by the town except to the extent they may fall under one of the exemptions listed above.

9. How quickly do the records need to be supplied?

If the requested record cannot conveniently be made available immediately, there is a deadline of five (5) business days for complying with the request.

10. If there is a question as to whether something is open to the Public, what do I do?

Consult with the Selectmen, and they will get advice from Town Counsel, if necessary.

11. In what format can the public demand that Town records be produced?

Most records are available for photocopying but the Right to Know Law also extends the right to obtain computer disks of material already in the Town's computers. A reasonable charge can be made to cover the cost of providing the copies or disks. In no case, however, does a member of the public have the right to demand that the Town collect, search for or arrange information that is not already pulled together for the Town's own purposes.

The above listed is intended as a general outline of the "Right to Know" Law, and is somewhat simplified for ease of description. If you have questions, please contact the Selectmen's Office, tel. 632-4201.

2003 Town Meeting Minutes

The following is not a complete copy of the Town Meeting minutes of March 15, 2003, but reflects the results of the discussion and amendment of articles at the deliberative session and a record of the actual vote by Official Ballot.

Moderator David Beaufait opened the meeting at 9:10 am on Saturday, March 15, 2003 at the Enfield Elementary Village School. He introduced Selectmen Ilene P. Reed and Keith Oppenneer, Town Manager April Whittaker, Town Counsel James Raymond, Chairman of the Budget Committee Holly Sanders, and the Budget Committee members. He explained the rules of order.

The pledge of allegiance was recited. The Selectmen and Town Manager presented presents of appreciation for outgoing officials: Donald J. Crate Sr., Selectman, Charles Harrington and Barbara Dow, Fast Squad Members, Mary Quintana, Cemetery Trustee, Cecilia Aufiero, Budget Committee Member and Zoning Board of Adjustment Member, and Leafie Cantlin, Trustee of Trust Funds. The Town Manager thanked the BOS and Budget Committee for welcoming her to town and providing information and support, and that she looked forward to working with the town.

Articles 1 –4 were voted on by ballot on March 11, 2003.

Article 1. To choose by ballot to serve for:

To choose by ballot to serve for:

Three years: Dominic C. Albanese, Selectman
Levi Carrier, Budget Committee Member
Laurence F. Gardner, Budget Committee Member
Richard A. Martin, Budget Committee Member
Paul Putnam, Cemetery Trustee
Timothy Taylor, Fire Ward
Judith Kmon, Library Trustee
Carol Felix, Recreation Commission Member
John Carr, Trustee of Trust Funds
Paul Mirksi, Zoning Board of Adjustment Member
Curtis Payne, Zoning Board of Adjustment Member

Two years: David Carr, Recreation Commission Member

One year: Vacant, Recreation Commission Member

Article 2. 461 YES, 157 NO. Article 2 passed. Are you in favor of the adoption of **Amendment #1** as proposed by the Enfield Planning Board for the Town of Enfield Zoning Ordinance as follows?

To see if the town will adopt a ground snow load formula as recommended by the Structural Engineers of New Hampshire and the Cold Regions Research and Engineering Laboratory.

Replace the snow load map currently in the Town Building Code with the formula:

“At an elevation of 1300 feet above sea level, the ground snow load is 85 lbs per square foot decreasing the snow load by 2.1 lbs for every 100 feet less in elevation.”

Article 3. 402 YES, 200 NO. Article 3 passed. Are you in favor of the adoption of the following **Amendment #2**, as proposed by the Enfield Planning Board, for the Town of Enfield Zoning Ordinance?

To see if the town will include the Equitable Waiver of Dimensional Requirement Appeal provision in the Enfield Zoning Ordinance as required under RSA 674:33a.

Article 4. 363 YES, 248 NO. Article 4 passed. Are you in favor of the adoption of the following **Amendment #3**, as proposed by the Enfield Planning Board, for the Town of Enfield Zoning Ordinance?

To see if the town will amend the Cluster Section...

Article 5. 131 YES, 55 NO; article passed as amended:

To see if the Town will forgive the sewer deficit amount, which as been budgetarily balanced by use of the town's general fund to cover the shortfalls caused by lack of sewer fee revenue; said deficit amounting to \$177,149.

Article 6. After extensive deliberations and a number of failed amendments to the budget, a voice vote was taken and Article 6 passed as amended:

Shall the Town raise and appropriate (i) the sum of three million, six hundred and three thousand, nine hundred and seven dollars, \$3,603,907, which represents the operating budget; said sum does not include special and individual warrant articles addresses and (ii) to authorize the use of \$15,000 from the Revaluation Capital Reserve Fund to defray the reappraisal operating budget [Estimated tax impact of \$8.13 per \$1000 valuation.]

The Town Manager explained that since Article 5 passed Article 6 needed to be amended to deduct the deficit funding in the sewer fund of \$47,000.

Article 7. H. Sanders gave the Moderator a written request signed by five voters to have a paper ballot vote on the article as amended; 91 NO, 50 YES. Article 7, as amended, was defeated.

To see if the Town will vote to raise and appropriate the sum of four hundred and twenty-seven thousand dollars (**\$309,000**) to (i) construct a sand / salt barn, (ii) complete site construction, and paving at the new Public Works Facility located off Lockhaven Road, (iii) authorize the use / transfer of **\$309,000** of the December 31, 2002 fund balance in aforementioned amount for this purpose, and (iv) **TO DIRECT THE BOARD OF SELECTMEN TO NOT** sell the land parcels at the former public works site located off Shedd Street to the highest bidder(s). (This appropriation is in addition to Article 6, and has no impact on the tax rate.)

Article 8. A voice vote was taken and Article 8 passed as printed:

To see if the Town will vote to raise and appropriate the sum of Twenty-three thousand dollars (**\$23,000**) to install site drainage and water hook-up to the Community Building located off Route 4. (This article is in addition to Article 6 and has an estimated tax rate impact of 9.5 cents per \$1,000 valuation)

(Majority Vote Required)

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 9. A voice vote was taken and Article 9 passed as printed:

To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (**\$10,000**) in support of the Veterans Memorial Park to be constructed on land located off Route 4. (This article is in addition to Article 6 and has an estimated tax rate impact of 4.1 cents per \$1,000 valuation.)

(Majority Vote Required)

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 10. The Moderator called for a voice vote, which was unclear so he called for a hand vote; 90 Yes, 3 No. Article 10 passed as printed:

To see if the Town will vote to raise and appropriate the sum of Twenty-four thousand dollars (**\$24,000**) to (i) purchase a new police cruiser and (ii) to authorize the amount of **\$10,000** (ten thousand dollars) to be withdrawn from the Police Equipment Capital Reserve fund established for this purpose. (This article is in addition to Article 6 and has an estimated tax impact of 5.8 cents per \$1,000 valuation.)

(Majority Vote Required)

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 11. A voice vote was taken and Article 11 passed as printed:

To see if the Town will vote to raise and appropriate the sum of One Hundred and ninety-three thousand dollars (**\$193,000**) to (i) purchase the following Public Works Vehicles and (ii) to authorize the amount of **\$100,000** (one hundred thousand dollars) to be withdrawn from the Public Works Vehicle / Equipment Capital Reserve Fund established for this purpose:

F350 1-Ton pickup with plow	\$43,000
F550 1-Ton Utility with plow	\$75,000
F550 1-Ton Dump with plow & wing	\$75,000
Total	\$193,000

(This article is in addition to Article 6 and has an estimated tax impact of 39 cents per \$1,000 valuation.)

(Majority Vote Required)

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 12. A voice vote was taken and Article 12 passed as printed:

To see if the Town will vote to raise and appropriate (i) the sum of Fifteen Thousand Dollars (**\$15,000**) for architectural assistance and expertise to formulate needs assessment and conceptual planning for the Municipal Town Offices and the Enfield Library and (ii) to authorize the withdrawal of **\$15,000** from the Municipal Building Capital Reserve fund established for this purpose. (This article is in addition to Article 6 and will produce no impact to the tax rate.)

(Majority Vote Required)

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 13. A voice vote was taken and Article 13 passed as printed:

To see if the Town will vote to raise and appropriate funds to be placed in previously established Capital Reserve Funds, as follows:

Capital Reserve Account	Appropriation	Estimated Tax Impact Per \$1,000 Valuation
Land Acquisition ⁽¹⁾	20,000	8.3¢
Municipal Building ⁽¹⁾	10,000	4.1¢
Technology Services ⁽²⁾	35,000	14.5¢
Downtown Revitalization ⁽²⁾	10,000	4.1¢
Ambulance ⁽²⁾	10,000	4.1¢
Fire Vehicle/Equipment ⁽¹⁾	10,000	4.1¢
Whitney Hall Renovation ⁽²⁾	15,000	6.2¢
Police Equipment ⁽²⁾	10,000	4.1¢
Public Works Vehicle/Equipment ⁽²⁾	50,000	20.7¢
Revaluation	16,000	6.6¢
Total	\$186,000	76.8¢

(Majority vote required.)

Special Warrant Article.

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Authorization to expend: ⁽¹⁾ Town Meeting, ⁽²⁾ Board of Selectmen, ⁽³⁾ Water & Sewer Commissioners (Board of Selectmen), ⁽⁴⁾ Cemetery Board of Trustees, ⁽⁵⁾ Library Board of Trustees.

Article 14. A voice vote was taken and Article 14 passed as printed:

Shall the Town raise and appropriate the sum of two thousand, seven hundred dollars (**\$2,700**), from the undesignated fund balance, for deposit into the Cemetery Maintenance Fund, an expendable general trust fund previously established under the provisions of RSA 31:19-a for the purpose of maintaining cemeteries? This money represents 2002 revenue from the sale of cemetery lots in 2002 and is available to offset the appropriation. This appropriation is in addition to Warrant Article 5 and has no impact on the tax rate.

Article 15. A voice vote was taken and Article 15 passed as printed.

To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (**\$10,000**) to initiate and administer the Town's Master Plan process. This will be a non – lapsing appropriation per RSA 32:7 VI and will not lapse until the Master Plan is completed or by December 31, 2006, whichever is

sooner. This appropriation is in addition to Warrant Article 5 and has an estimated tax impact of 4.1 cents per \$1,000 valuation

(Majority vote required.)

Special Warrant Article

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 16. The Moderator called for a voice vote which was unclear so he called for a hand vote; 54 YES, 58 NO. Article 16 was defeated.

Shall the Town authorize the Board of Selectmen to donate / gift town-owned land identified as Map 38 Lot 24 with a street address of 23 May Street to "Habitat for Humanity" with the stipulation that the property be used for residential purposes only, and that the grantee shall be responsible for all recording, transfer, and other expenses that may be experienced in this conveyance.

(Majority Vote Required)

The Board of Selectmen recommends this article.

Article 17. A voice vote was taken and Article 17 passed as printed.

To see if the Town will vote to rescind the unissued previously authorized balance of \$265,000 from the following warrant article; full dollar amounts requested were not needed to complete the projects, but the amount remaining in effect is considered a liability to the town's computation of debt service.

"Article 1 of the August 8, 1983 Town Meeting approved an appropriation of \$4,627,000 for construction of sewer treatment facilities, including bonds or notes authorized not to exceed \$1,579,000. (The Town borrowed \$809,000 in 1986, \$155,000 in 1988, and \$350,000 in 1989, leaving an amount of long-term debt authorized and unissued at December 31, 2001 of \$265,000.)"

(Majority Vote Required)

The Board of Selectmen recommends this article.

The Budget Committee recommends this article.

Article 18. A voice vote was taken and Article 18 was defeated.

To see if the Town will vote to direct the Board of Selectmen to create a 3-member Commission for the Sewer / Water Department and to oversee and direct the operation thereof. Said members living within the Sewer / Water District.

(Majority Vote Required)

By Petition Special Warrant Article

Article 19. The Moderator called for a voice vote, which was unclear so he called for a hand vote; 51 YES, 45 NO. Article 19 passed as printed::

To see if the town will vote to appropriate \$31,000 for a 4 x 4 pickup truck with crew cab and four doors to carry fire hose, potable water tank, hand tools, and other equipment and personnel for the Fire Department.

(Majority Vote Required)

By Petition Special Warrant Article

The Board of Selectmen does not recommend this article.

The Budget Committee does not recommend this article.

Article 20. A voice vote was taken and Article 20 passed as printed:

To see if the Town will vote to adopt the following resolution as submitted by the New Hampshire for Health Care:

The Health Care for New Hampshire Resolution

Whereas, New Hampshire residents pay the 12th highest cost of insurance in the country; and

Whereas, the cost of health insurance premiums for families has increased by 45% over the past three years; and

Whereas, 100,000 New Hampshire residents have no health coverage and 77% of them have a full-time worker at home; and

Whereas, due to these rising costs almost half of New Hampshire small business cannot afford health coverage for their employees, therefore be it resolved

That we, the citizens of Enfield, New Hampshire, call on our elected officials from all levels of government, and those seeking office, to work with consumers, businesses, and health care providers to ensure that:

-
- Everyone, including the self-employed, unemployed, and underinsured, and small business owners has access to an affordable basic health plan similar to what federal employees receive;
 - Everyone, including employers, consumers, and the state, local and federal government makes a responsible and fair contribution to finance the health care system;
 - Everyone receives high quality care that is cost efficient and medically effective; and
 - That these efforts help control the skyrocketing cost of health care.

(Majority Vote Required)

By Petition ~ Special Warrant Article.

Article 21. A voice vote was taken and Article 21 passed as printed:

To hear the reports of agents, auditors, committees, or any other officers heretofore chosen and pass any vote relating thereto.

There was no discussion.

The Moderator declared the meeting adjourned at 2:40 pm.

Marriages

For the Year Ending December 31, 2003

<u>Date</u>	<u>Name of Groom/Maiden Name of Bride</u>	<u>Residence</u>
Jan. 1	Jonathan A. Stanford Samantha J. Hutchins	Enfield Enfield
Jan. 30	John J. Sanborn Karen A. Sanborn	Enfield Enfield
Feb. 14	Kenneth N. Levakis Margaret S. Loder-Evans	Enfield Enfield
Feb. 14	Richard A. Crate Jr. Dawn M. Fitzgerald	Enfield Enfield
Feb. 22	Douglas B. Southworth Kim M. Hodgen-Hall	Enfield Enfield
March 2	Scott N. Josler Cheryl M. Guerin	Enfield Enfield
March 5	Thomas R. Huntley Wendy H. Euler	Enfield Enfield
April 5	Todd A. Baravalle Karen A. Pillsbury	Grafton Enfield
May 17	Bruce D. Hettleman Debra A. Truman	Enfield Enfield
May 24	Russell F. Cantlin Jr. Karen S. Laliberte	Enfield Enfield
June 7	David C. Singelais Brandi L. Blanchard	Enfield Enfield

<u>Date</u>	<u>Name of Groom/Maiden Name of Bride</u>	<u>Residence</u>
June 14	Michael R. Trampe Ellen M. Kfoury	Enfield Enfield
June 21	Robert L. Roy Kerrie E. Goerke	Enfield Canaan
June 28	Ian C. Gates Candice D. Hickey	Enfield Enfield
July 12	Anthony F. Felix Elizabeth A. Davis	Enfield Enfield
July 13	Teodor C. Pavlu Erin V. Poore	Bucharest Enfield
Aug. 2	Michael B. Gordon Andrea R. Guay	Lebanon Enfield
Aug. 9	Steve R. Routhier Judith L. Poindexter	Enfield Enfield
Aug. 9	Andres D. Torres Calysta J. Reed	Enfield Lyme
Aug. 9	James A. Waters Therese M. Holbrook	Enfield Enfield
Aug. 9	David G. Safford Jr. Kathy M. Wyman	Enfield Enfield
Aug. 16	Dale O. Larabee Carrie M. Kershaw	Enfield Enfield
Aug. 16	Stephen D. Gunn Sr. Mary A. Jagareski	Enfield Enfield
Aug. 23	Richard E. Larocque Cara L. Tripp	Enfield Enfield
Sept. 6	Alan J. Hamilton Selina K. Smith	Enfield Enfield

<u>Date</u>	<u>Name of Groom/Maiden Name of Bride</u>	<u>Residence</u>
Sept. 12	Richard W. Low Robin A. Hoft	Enfield Newport
Sept. 13	Justin P. Robinson Alison J. Carkin	Enfield Enfield
Sept. 20	Gordon E. Knapp Janice S. Clark	Enfield Enfield
Sept. 27	Douglas R. Jones II Kimberly A. Monmaney	Enfield Enfield
Sept. 27	Jason R. Avery Melissa A. Hough	Enfield Enfield
Oct. 11	John T. Souther Maribel Sanchez	Enfield Enfield
Oct. 18	Troy A. Sanborn Jessica L. Adams	Enfield Enfield
Oct. 18	Michael S. Pelsor Jaki L. Moul	Enfield Enfield
Oct. 18	Daniel M. Brown Wendy L. Murphy	Enfield Enfield
Oct. 19	Kenneth W. Watrous Cameo J. Braley	Enfield Enfield
Oct. 25	Charles R. Brown Christina B. Marsh	Enfield Enfield
Nov. 15	Sean R. Hill Lori L. Bliss	Enfield Enfield
Nov. 28	Michael J. Jurado Jeanne M. Smith	Enfield Enfield
Dec. 13	Seth A. Crandall Angela M. Farewell	Enfield Enfield

<u>Date</u>	<u>Name of Groom/Maiden Name of Bride</u>	<u>Residence</u>
Dec. 20	Paul W. Richmond III Barbara A. M. Brainerd	Enfield Enfield
Dec. 27	Ricardo A. St Hilaire Fariha Chaudhry	Plymouth Enfield
Dec. 30	Clyde M. Willoughby Penny J. Willoughby	Enfield Grantham

Births

For the year ended December 31, 2003

<u>Date</u>	<u>Place of Birth</u>	<u>Name</u>	<u>Name of Father</u> <u>Name of Mother</u>
Jan. 8	Lebanon	Gabriel Charles Oscar Rock	James Rock Patricia Rock
Jan. 18	Lebanon	Max Valerio Stuckert	Gregory Stuckert Sophie Valerio
Jan. 27	Lebanon	Lillian Mary Michel Bennett	Robert Bennett Erin Perkins
Feb. 19	Lebanon	Alexandra Jaye Duby	Thomas Duby Jennifer Duby
Mar. 1	Lebanon	Adair Kay Marie Clark	Thomas Clark Lisa Clark
Mar. 8	Lebanon	Kian Paul Schifferdecker	Paul Malan Karen Schifferdecker
Mar. 21	Lebanon	Elsbeth Johanna Rayback	Jonathan Rayback Teresa Rayback
Mar. 22	Lebanon	Joshua Scott Nicholson	Scott Nicholson Heather Nicholson
Mar. 28	Lebanon	Nicholas Stephen Ames	Jonathan Ames Erin Ames
Mar. 29	Lebanon	Jasmine Rene Bender	Frederick Bender Shannon Bender
Apr. 3	Lebanon	Alexander Robert Whyte	Jamie Whyte Rhonda Stoughton

<u>Date</u>	<u>Place of Birth</u>	<u>Name</u>	<u>Name of Father</u> <u>Name of Mother</u>
Apr. 15	Lebanon	Eleanor Grace Reed	Benjamin Reed Katherine Reed
May 2	Lebanon	Erynn Kelly McCutcheon	Lance McCutcheon Melissa McCutcheon
May 5	Plymouth	Shaelin Patricia Rollman	Jason Rollman Suzanne Rollman
May 6	Lebanon	Christopher George Cote	Scott Cote Priscilla Cote
May 11	Lebanon	Cameron David Travis	David Travis Tamra Sipitkowski
May 15	Lebanon	Caleb Courtenay Dean	Shervin Dean Wendy Dean
June 20	Lebanon	Loudon Jacob Henry	Robert Henry Tracy Henry
June 28	Lebanon	Angeline Catherine Rachiele	Dominic Rachiele Jennifer Rachiele
July 12	Lebanon	Cameron David Stebbins	Stephen Stebbins Regan Stebbins
July 24	Lebanon	McKenna Lauren Cummings	Bernard Cummings Jessica King
July 29	Lebanon	Lance Everett Dimond	Bradford Dimond Kristen Dimond
Aug. 11	Lebanon	Peter Eliah Kodl	Petr Kodl Ivana Kodlova
Aug. 19	Lebanon	Mariah Grace Lewellyn	Justin Lewellyn Jennifer Lewellyn

<u>Date</u>	<u>Place of Birth</u>	<u>Name</u>	<u>Name of Father</u> <u>Name of Mother</u>
Aug. 23	Lebanon	Sidney Jack Wallace	Jack Wallace Dianne Wallace
Aug. 27	Lebanon	Paige Marie Jette	Daniel Jette Elizabeth Jette
Aug. 29	Lebanon	Lydia Caroline Stevens	Gordon Stevens Moya Stevens
Sept. 18	Lebanon	Anna Caroline Bohrer	Jeffrey Bohrer Dana Bohrer
Sept. 19	Claremont	Jennie Lucille Drew	David Drew Theresa Drew
Oct. 7	Lebanon	Peyton Bayne Morley	Craig Morley Rebecca Morley
Oct. 22	Lebanon	Dana Lee Blair	Rodney Blair Marie Blair
Nov. 3	Lebanon	Jane Rosemary Maddock	Matthew Maddock Elisabeth Maddock
Nov. 7	Lebanon	Meghan Georgia Clough	Aarron Clough Jennifer Seiler-Clough
Nov. 23	Lebanon	Avery Ellana Gray	Anthony Gray Belinda Gray
Dec. 24	Lebanon	Chase Parker Loftus	Randy Loftus Michelle Parra

Deaths

For the year ended December 31, 2003

<u>Date</u>	<u>Place of Death</u>	<u>Name of Deceased</u>	<u>Name of Father</u> <u>Maiden Name of Mother</u>
Jan 7	Hanover	James M. Gerrish	Gilbert Gerrish Ethel (Unknown)
Jan. 28	Enfield	Claire Weymouth	Dura Weymouth Edith Brown
Feb. 15	Lebanon	Kenneth P. Peterson	George Peterson Hazel Bickel
Mar. 13	Lebanon	Thomas W. Nylund	Walter Nylund Louise Story
Apr. 4	Enfield	Gordon H. Laumann	Gordon Laumann Eleanor Craft
Apr. 4	Lebanon	Carol A. Boyd	Bertrum Gavell Alma McNeil
Apr. 6	Hanover	Katherine A. Deveney	Charles Brooks Lillian Gonyua
May 26	Enfield	Carolyn B. Dodsworth	Carroll Bean Retha Easton
June 15	Lebanon	Tove M. Bergstad	Ralph Bergstad Eva Hagen
June 19	Lebanon	Norma A. Stewart	Clifton Davis Doris Columbia
June 26	Lebanon	Harry W. Monmaney	Harry Monmaney Doris Loncto



<u>Date</u>	<u>Place of Death</u>	<u>Name of Deceased</u>	<u>Name of Father</u> <u>Maiden Name of Mother</u>
July 7	Lebanon	Ray E. Hall	Everett Hall Pearl Wing
Aug. 3	Enfield	Robert E. Ablondi	Robert Ablondi Jeanne Perry
Aug. 24	Lebanon	Coy A. Rice	Theron Rice Amah Sawyer
Aug. 26	Lebanon	Marie A. Staehle	(Unknown) Staehle Catherine (Unknown)
Aug. 28	Enfield	Margaret E. Van Ells	Joseph Brady Mary Costello
Aug. 30	Lebanon	Gerald E. Lawler	Lawrence Lawler Mary Power
Sept. 30	Lebanon	Wesley L. Palmer	Lester Palmer Evelyn Higgins
Oct. 2	Enfield	Debra J. Sicard	Norman Sicard Sophie Stankiewicz
Oct. 19	Lebanon	Myrtle Gaudreault	Henry Hartford Erlene Eaton
Oct. 24	Enfield	Roger N. Williams	Russell Williams Caroline Kuhnly
Oct. 28	Unity	Raymond L. Lique	Frederick Lique Eva Coutermarsh
Nov. 6	Enfield	Geoffrey T. Hurd	Donald Hurd Jane Gunn
Nov. 9	Lebanon	Sylvia L. Monmaney	Lawrence Smith Lurline Shields

<u>Date</u>	<u>Place of Death</u>	<u>Name of Deceased</u>	<u>Name of Father</u> <u>Maiden Name of Mother</u>
Nov. 20	Enfield	Roland P. Gaudette	Lee Gaudette Fannie Droque
Nov. 23	Lebanon	Matthew A. Durgin	Charles Durgin Lena Kennedy
Dec. 28	Lebanon	Howard L. Hoots	Harry Hoots Frrieda Fritsch
Dec. 30	Enfield	Errol Dodsworth	Lindley Dodsworth Lillian Lajoie

Town of Enfield Fee Schedule ~ 2004

▪ Zoning Fees:

Hearing fee	\$ 25.00
Mailing fee	3.50
Advertising	30.00
Sign permits	5.00
Copies of Zoning Ordinance	10.00

▪ Planning Fees:

Boundary line adjustment	\$ 100.00
Revocation of Plat	100.00
Notice of Voluntary Merger	50.00
Subdivision:	
<u>Minor:</u>	
Phase I	No fee
Phase III Final App.	125.00
Phase III Final Hearing	125.00
<u>Major:</u>	
Phase I	No fee
Phase II Prelim Review	150.00
Phase III Final App.	250.00
Phase III Final Hearing	250.00
Plus \$100 Per Lot, Site or Apartments over 5	
Site plan review:	
Phase I	No fee
Phase II	150.00
Phase III	50.00
Phase III	50.00
Plus \$100 Per Acre Over 2 Developable Acres	
Plus \$100 Per 1,000 Sq. Ft. over 1,000 Sq. Ft.	
Renovations and/or additions	
Application	50.00
Hearing	50.00
Plus \$100 Per 1,000 Sq. Ft. over 1,000 Sq. Ft.	

Home occupations	
No changes to site/structure	100.00
Mailing	\$5 per party
Advertising	35.00
Tax mapping	\$20 per lot
Filing Mylar with County	\$10 plus cost of registry
Cost for registry:	
8½ x 11 – 11x 17	9.00
17 x 22	14.00
22x 34	24.00
Master plan	25.00
Subdivisions Regulations	10.00
Site plan review Regulations	10.00
Signature on Perimeter Survey Map	10.00
Driveway permit	25.00
Address Assignment	25.00
Zoning/Floodplain ordinance	10.00

■ Building Fees:

Permit Type:	Processing	+	(per Square Foot)
*Single Family Homes (stick built, double wide, modular)	\$40.00	+	\$0.12
*Mobile Homes (single wide)	\$25.00	+	\$0.08
*Garages & Barns	\$25.00	+	\$0.08
Additions & Renovations	\$35.00	+	\$0.12
Storage Buildings (no entry of vehicle), Decks & *Pools	\$25.00	+	\$0.06
*Multi-Family & Condominiums	\$100.00	+	\$0.15
*Commercial	\$100.00	+	\$0.15
Demolition	\$10.00	+	No Fee
Plumbing & Electrical (Included in above project packages*, fee only if applying as separate project.)	\$25.00	+	No Fee

Permit Type:	Processing Fee	+	Inspection Fee (per Square Foot)
Mechanical (Included in above project packages*, fee only if applying as separate project.) REMINDER: OIL BURNER PERMIT OR LP GAS PERMIT <u>MUST BE COMPLETED.</u>	\$25.00	+	No Fee
Re-inspection Fee (If inspection is called for and project is not ready, or if project fails 2 times, fee will be charged.)	\$15.00		
Renewal (Only allowed to renew 2 times and must be done before permit expires)	\$50% of Original Permit Processing Fee		

The processing fee is payable upon submission of application. This fee is non-refundable.

The inspection fee is payable upon approval of application and issuance of permit.

Work must proceed within the 12-month period that the permit was originally issued.

Inspection fees for projects not undertaken are refundable per IBC 2000 code, this request must be done in writing to the Building Inspector within the current year of the permit.

■ Police Fees

Special Detail	\$37.50 / hr.
Accident Reports	
To residents	Free
To any company or non-resident	10.00
Resident Pistol Permit	Free
Pistol Sales Permit	25.00
Games of Chance Permit	25.00

▪ Library Fees

Late fees:

Books	\$0.05 / day / item
Videos	\$1.00 / day / item
Copies (dependent upon paper size)	.20 - .30

▪ Administrative Fees

Photocopy	\$.25
Landfill ticket	1.00
Beach parking (day)	1.00
Beach parking 15 consecutive days	10.00
Beach parking season (June 15 – September 15)	25.00
Blotter Book (hard copy)	50.00
Diskettes	5.00
Fax	1.00 / pg
Cemetery fees (full body)	300.00
Cemetery fees (cremation)	75.00
Vehicle registration (for town to do state portion)	2.50
Vehicle title application	2.00
Marriage license	57.00
Dog license	
Intact	9.00
Spayed/Neutered	6.50
Kennel license (up to 4 dogs)	20.00
Kennel license (more than 4 dogs)	25.00
Checklist	25.00
Candidate Filing Fee (for paid positions only)	1.00
UCC filing / person	15.00
Vital records (birth, death, marriage)	12.00 ~ 1 st copy \$8.00 ~ subsequent copies

▪ Recreation Fees

Summer Recreation Program per child from Enfield	\$ 50.00
Summer Recreation Program per child from outside Enfield	75.00
Swim instruction per child	10.00

▪ Sewer & Water Fees

Water hookup application (non-refundable)	\$ 150.00
Sewer hookup application (non-refundable)	150.00
Water hookup payment	1500.00
Sewer hookup payment	1500.00
Meter costs & setting fees:	
Meter, meter horn & fittings	115.00
(Market cost adjusted annually)	
Meter setting	100.00

Application for Appointment

Good Government Starts With You!

If you are interested in serving on a town committee, please fill out this form and mail it to the Enfield Board of Selectmen, PO Box 373, Enfield NH 03748.

Name

Home Telephone

Address

Amount of Time Available

Interest in What Town Committees

Present Business Affiliation and Work

Business Experience

Education or Special Training

Town Offices Held

Date Appointed

Term Expired

Remarks

The filling out of this form in no way assures appointment. All committee vacancies will be filled by citizens deemed most qualified to serve in a particular capacity.

Veterans Walk Brick Order Form

To Honor those who served our Country to preserve our freedom, we need your support for construction of the Veterans walk in the Veterans Park.

- Use one form for each brick ordered (copy as needed).
- Please print clearly, using only one letter per square.
- Allow a square for any punctuation and also to separate words.
- Up to 12 letters, punctuation and spaces per line; up to 2 lines of type.
- If you would enjoy having a 'story' behind your selection for a brick, please print your selection (for example: to honor our father—two lines).
- Fill out order form below & enclose a check payable to: Veterans Memorial Park Fund. Mail to: P.O. Box 41, Enfield NH 03748.
- Non-profit organization

Veterans Memorial Park Committee Members:

Dana Arey	632-7606	Henry Cross	632-7659
Harry Auger	632-4950	James Proctor	632-7083
Richard Crate	632-5390		

✂ -----

Name: _____ Phone: _____

Mailing Address: _____
Street or P.O. Box City State Zip Code

Check ☒ one: ☐ One line of type - \$45.00
☐ Two lines of type - \$50.00
☐ Blank brick (no inscription) - \$15.00

Check ☒ one: ☐ Veteran ☐ Non-Veteran

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If you are elderly, disabled, a veteran, veteran's spouse, or veteran's widow, you may be eligible for a tax exemption, credit, abatement or deferral ~ please call the Assessor's Office for details. Telephone – 632-4201.

CURRENT USE

If you have 10 acres or more of undeveloped land you may be eligible for Current Use taxation. Please call the Assessor's Office for details ~ Deadline for application is April 15.

• VOTE • VOTE • VOTE •

Town Elections:	March 9, 2004
Town Meeting:	March 13, 2004

If you have not registered to vote, you may do so on the day of elections. Please bring a copy of your birth certificate or passport AND driver's license with Enfield address or other form of ID with your Enfield address.

• DOGS • DOGS • DOGS •

All dogs must be registered by April 30. Thereinafter, late fines and civil forfeitures will accrue.

PRSRT. STD.
U.S. POSTAGE
PAID
PERMIT #10
ENFIELD, N.H. 03748

UNIVERSITY OF NH
SPECIAL COLLECTIONS
UNIVERSITY LIBRARY
DURHAM NH 03824